



Distribution and Impact Producer

The American Dream and Other Fairy Tales

Reports to: Chief of Staff and Chief Executive Officer

Location: New York, NY

Position type: Freelance; full-time, temporary 12-month assignment

Salary: \$2,300 - \$2,500 per week

Application Deadline: Rolling application deadline

Reckless Bandon Pictures is an LLC set up by Fork Films to produce the feature-length documentary THE AMERICAN DREAM AND OTHER FAIRY TALES slated for release in September 2022. Fork Films LLC is a documentary film production company based in New York City. Founded in 2007 by Abigail E. Disney and Gini Reticker, Fork Films produces and supports change-driven nonfiction media that make an important social contribution, often with women at the center. We place a particular emphasis on subjects that have been overlooked, people who have been underestimated, and stories that have been left out of the mainstream conversation.

About the Film

Abigail Disney looks at America's dysfunctional and unequal economy and asks why the American Dream has worked for the wealthy yet is a nightmare for people born with less. Using her family's story, Disney explores how this systemic injustice took hold and imagines a way toward a more equitable future. Co-directed by Abigail Disney and Kathleen Hughes, the feature documentary had its world premiere at Sundance Film Festival in January 2022 and its international premiere at Hot Docs in April 2022.

The Opportunity

The Distribution and Impact Producer will inform and guide the critical and important work leading, coordinating, and overseeing the distribution and impact rollout of the feature documentary The American Dream and Other Fairy Tales. The Producer will be a key point of contact on the film for all parties, managing internal and external stakeholders across the distribution and impact spaces and driving regular and open communication between the filmmakers, vendors, and all other partners. In addition, the Producer will help distill and guide the team's collective priorities and decisions, as well as receive, manage, and organize all film and impact assets, project deliverables and related paperwork.



What You'll Do

IMPACT CAMPAIGN SUPPORT

Provide leadership and oversight of the impact work by:

- Acting as the primary liaison for film's impact partners, distribution partners, and communications partners, ensuring clear and regular communication and information flow between groups, including internal Fork Office team and filmmakers
- Scheduling and leading meetings and calls between partners and internal team as needed
- Managing delivery of needed deliverables including media files, posters, press stills, and written materials
- Ensuring final reports are received from impact partners and are shared with project directors Kathleen Hughes and Abigail Disney, as well as members of the Fork Office Team
- Supporting fundraising efforts by following up on donor leads, tracking pledges and gifts, and ensuring needed paperwork and reporting is completed
- Attending occasional in person meetings and events
- Technical, legal and administrative support and guidance for impact partners

DISTRIBUTION SUPPORT

- Oversee all distribution activities for The American Dream and Other Fairy Tales which will include a theatrical release and PVOD, followed by potentially all other forms of VOD, educational, international, semi-theatrical, and all other potential ancillary distribution.
- Liaise with COS, project directors, and legal on contracts with distribution partners
- Track rights and terms of distribution agreements
- Monitor project and vendor contracts and agreements to ensure contractual and reporting obligations are met and prevent conflicts during negotiations of new deals
- Manage reporting and tracking of sales, royalties, and net profit participation with COS and finance/bookkeeper.
- Manage the delivery of needed deliverables including media files, posters, press stills, and written materials
- Provide updates on all distribution activities to COS, project directors and Fork Office senior management.



FESTIVAL SUPPORT

- Oversee festival strategy, identifying appropriate festivals to submit the film and which festival requests to accept
- Manage and track film festival submissions
- Field and service semi-theatrical, screening and festival requests that are not part of the impact campaigns:
 - consistently follow guidelines and policies specific to the film's rights
 - provide excellent customer service to institutions and organizations requesting screenings
 - coordinate deliverables for screenings such as shipping media, transcoding, or uploading/transferring video files (DCPs or HD online screening files either in coordination with a post facility or vendor and using programs such as Indee, WeTransfer, Aspera as appropriate), and sending press materials as requested
- Occasional travel coordination with support from Fork Office team

COMMUNICATIONS

- In collaboration with the Communications Manager support the development of the film website
- Act as the primary point of contact between The American Dream impact teams and Fork Office / AED Communications Director
- Share relevant updates on the film's festival screenings, distribution plans, and impact and outreach work with the Communications Manager

The Experience You Bring

- Strong understanding of independent documentary film distribution and impact campaigns. Experience in either or both is preferred
- Experience with post-production with regards to deliverables and media management
- Minimum 7 years of industry experience
- Ability to work under minimal supervision and deliver results independently
- Experience coordinating complex and multi-part projects with many involved parties
- Strong organizational thinking, skills, and working style
- Proactive and positive working outlook required, with an interest in the themes of the film around wealth and income inequality strongly preferred
- Outstanding communication skills (verbal and written)
- Proficiency in Word, Excel, and G Suite applications. Familiarity with social media and website design are a plus.
- Open to potential and occasional travel if needed



How to Apply

Please send your resume and cover letter to: careers@forkoffice.com

An Equal Opportunity Employer, Fork Film celebrates diversity and is committed to creating an inclusive environment for all employees. Our goal for our team and our culture is to reflect the diversity of the communities we support in our work.