

## Job Description for Acting General Counsel and Head of Policy

### SCREENRIGHTS

Screenrights licenses certain users of copyright matter, primarily through administering certain provisions of the Australian Copyright Act, and then distributes the licence fees to rights holders including producers, distributors, broadcasters, writers and other rightsholders in film, television and radio.

Screenrights licenses:

- Educational institutions in Australia and New Zealand, enabling them to copy broadcast material, and put these copies on internal networks or email them to staff and students
- Pay television and other services that retransmit free to air broadcasts
- State and federal government departments, enabling them to copy from television and radio.

Screenrights also operates a disbursement service whereby Screenrights is appointed by producers to collect and disburse revenues from the exploitation of marketing rights in their films, television series, documentaries and other productions.

A Screenrights subsidiary, Enhance TV Pty Ltd, operates a streaming service which educators can use to access previously broadcast material.

### SUMMARY OF ROLE

#### Organisational relationship

- Reports to the Chief Executive as a member of the management team
- Works with the other members of the Management team including the Head of Member Services on membership and competing claims matters, the Head of New Business and Technology Members Services on the disbursement service and new business initiatives, the Head of EnhanceTV on the provision of legal services to EnhanceTV, the Head of Licensing on licensing matters and the CFO on HR and Finance matters
- Responsible for supervision and development of Associate Counsel

## **Key accountabilities**

1. Provision of high level legal, strategic, commercial and executive advice to management, the Board, stakeholders and staff
2. Contract negotiation and drafting – licensing, distribution, rights and all corporate agreements including Disbursement Administration Service Agreements.
3. Management of all litigation
4. Management of external lawyers and counsel
5. Leading Screenrights policy development, the implementation of the stakeholder management plan and the preparation of submissions to government on a range of legal and copyright policy issues in Australia and New Zealand
6. Management of all legal compliance obligations affecting the organisation including compliance with the Code of Conduct for declared collecting societies, the Attorney General's Guidelines, Screenrights Constitution and all applicable legislation
7. Along with the Head of Member Services, oversee the development and implementation of Screenrights' competing claim policies, including the Express Resolution Process and Alternative Dispute Resolution Procedures
8. Working closely with the management team to develop new business opportunities and the protection and enhance of current business
9. Supervision of Associate Counsel

## **REQUIREMENTS**

10+ years PAE, ideally with a mix of inhouse experience in the film and television industry and top tier firm experience in copyright law

## **PREFER**

Experience in litigation and/or new business development would be highly regarded

## **CONTRACT TERMS**

Part-time fixed term contract for 12 months (Maternity leave cover) – 7 day fortnight.