



JOB POSTING: Training & Outreach Programs Coordinator

The Winnipeg Film Group is currently accepting applications for the permanent, part time position of Training & Outreach Programs Coordinator.

Working within the production wing of our organization, the Training & Outreach Programs Coordinator is responsible for planning and delivering professional development, outreach and cinema appreciation programs.

Responsibilities include developing workshops in film and video production and experimentation, outreach programs to communities that would otherwise not have access to film training and cinema appreciation programming, and general cinema appreciation programs for the community at large.

In addition, the Training & Outreach Programs Coordinator hires contract staff as necessary to fulfill programming, prepares grants and funder reports related to training and outreach programming activities and liaises with community groups to identify needs and opportunities.

The ideal candidate will have:

- Experience working as an independent filmmaker
- A sound understanding of crew positions and roles
- Strong computer skills in both PC and Mac platforms, including proficiency in Word and Excel
- Excellent writing skills
- Demonstrated project management capacity, including the capacity to develop and work with budgets
- Exceptional interpersonal skills
- The ability to work in a self-directed manner
- A BA or BFA in a related field is desirable

This position is 25 hours per week, with a starting salary of \$18,200. The Winnipeg Film Group offers a competitive benefits package.

Interested parties are requested to submit a cover letter and resume by FRIDAY JUNE 19 to:

Cecilia Araneda
Executive Director
Winnipeg Film Group
304 – 100 Arthur Street
Winnipeg MB R3B 1H3

or via email to
cecilia@winnipegfilmgroup.com
subject: training position

We thank all applicants; however only those selected for an interview will be contacted. The Winnipeg Film Group is committed to employment equity and we encourage applications from all qualified candidates.