

ONTARIO FILM REVIEW BOARD MANAGER/CHAIR

Are you interested in joining the management team of an organization that provides consumers with sufficient information to make informed viewing choices for themselves and their families? The Ontario Film Authority (OFA) is seeking a relationship builder with demonstrated management skills to fill the role of **Ontario Film Review Board (OFRB) Manager/ Chair**. Reporting to the Executive Director/Registrar, you will be responsible for providing overall leadership of the Ontario Film Review Board (OFRB), ensuring that the OFRB fulfills its statutory mandate under the *Film Classification Act, 2005* to classify and approve films for exhibition and distribution in Ontario. As Chair, you will have authority and accountability to ensure the integrity, consistency and fairness of OFRB classification decisions.

While your supervisory experience leading a unionized workforce will be an asset, fostering a collegial work environment is key in managing the OFRB members. This will include, but is not limited to, providing leadership and motivation, recruiting member hires, providing on-going training and guidance, and being responsible for performance management of OFRB members.

You will also play a critical role in the development and implementation of the strategic direction of the OFA as it relates to the OFRB. You will build relationships with stakeholders through participation in public and other stakeholder outreach and education initiatives about Ontario's film classification system. You will maintain an awareness of evolving community standards and social issues as they relate to the mandate of the OFRB, keep abreast of emerging issues and developments in the film classification sector, and represent the OFA to the public, film industry stakeholders and other provincial film classification boards.

This is a full-time position. The office is in North York and is accessible by public transportation.

Qualifications and Abilities

- Experience in and/or knowledge of the film industry is highly preferable.
- General knowledge and understanding of film classification used in entertainment media is an asset.
- Post-secondary education is required
- Leadership and management experience in public, not-for-profit or in a comparable employment setting; supervisory experience leading a unionized workforce is an asset.
- A team-work and collaborative focus with demonstrated superior group facilitation skills, consensual decision-making skills, conflict resolution skills, and experience with chairing meetings.
- Relationship management skills to establish and maintain effective working relationships with other provincial classification boards, film industry leaders and the public.
- Strong written communications, public speaking and interpersonal skills.
- Negotiation and conflict resolution skills to resolve complaints and mitigate issues.
- Participate in the development of the OFA's strategic plan and implement action plans that support the policies, goals, objectives, and strategic direction of the OFA.
- An analytical thinking mindset with demonstrated research and analytical skills to monitor industry trends and identify opportunities to enhance OFRB guidelines and other communication and resource materials.

To Apply: Please submit your cover letter and resume with salary expectations to ofa@hrassociates.ca by **March 9, 2018**. For more information about this role, please contact bridget.humeniuk@hrassociates.ca or 416-237-1500 x. 224. Please note that applications will be assessed on a rolling basis and only qualified applicants will be contacted for an interview.

*The Ontario Film Authority is an inclusive employer.
Accommodation is available under the Ontario Human Rights Code.*