

Programming & Engagement Associate, America ReFramed | American Documentary

America ReFramed is seeking a knowledgeable, creative, and collaborative Programming & Engagement Associate for immediate hiring. We are looking to add a member to our team who shall help imagine and continue growing the series as a national platform of non-fiction films by diverse, forward-thinking and committed independent filmmakers!

Position Summary:

As someone who will contribute to series curation, the ideal candidate is familiar with documentary film, trends in independent filmmaking, as well as informed in current affairs. The position will also implement existing efforts to amplify audience and industry engagement with the series, and with a data-driven lens, develop metrics and recommendations for strategic improvement.

The Programming & Engagement Associate will work alongside the series' Communications Associate to reach and grow streaming and broadcast audiences. The successful candidate will be expected to prepare reports that assess and effectively communicate trends, patterns, and projections using relevant data. The Programming & Engagement Associate will also provide general support around series-related tasks, reporting directly to the Coordinating Producer. and, as assigned, will work with the Supervising Producer, and Engagement and Programming personnel at GBH/WORLD.

Desired Qualifications:

- Strong writing and editorial voice, including proficiency in speaking about and writing on film, as evidenced by experience or writing samples;
- Facility in gathering, organizing, measuring and analyzing data along with capacity to work collaboratively toward implementing data-informed workflows & projects;
- Excellent interpersonal and communication skills and the ability to work well as part of a team, remotely and otherwise;
- Robust project management skills, ability to multitask and delegate, with experience collaborating through Google Drive and project management tools (i.e. Asana);
- Proficiency with design and editing software (i.e. Adobe Creative Suite) as well as productivity software and tools (Microsoft and Google);
- Commitment to the series' values of advancing diversity, inclusion, and anti-racism.



The American Documentary, Inc. is a diverse and Equal Opportunity Employer (EEO.) Qualified applicants receive consideration for employment without discrimination.

Duties & Responsibilities:

- Screen and review films for programming and editorial integrity
- Flag, fact check and/or verify film content and deliverables
- Support the writing and production of deliverable assets for awards and grants submissions
- Research issues, themes and entities to generate and recommend engagement strategies around series programming
- Help identify and foster partnerships with organizations and stations in support of multi-platform audience development
- Preparation and analysis of data-based reports of series communication, social media and engagement performance;
- Work in tandem with Communications Associate to shape and improve series' social media activity, assets and infrastructure with measurable outcomes;
- Coordinate with series' filmmakers and WORLD Channel on promotional opportunities and strategies;
- Collaborate with department interns on daily series activity;

Classification and Salary:

Full-time, non-exempt, hourly position with an equivalent annual salary of \$42,000 commensurate with experience. American Documentary's comprehensive benefit package includes but is not limited to medical, dental, vision, life and disability coverage, paid time off and public holidays, and a 403(b) retirement/employer matching plan.

The position is headquartered at AmDoc's offices in Brooklyn but will be remote until further notice and pending health and safety protocols during the global pandemic.

The position is for immediate hiring. If posting is live at www.amdoc.org/careers/ applications are still being considered. Please send cover letter and resumé to americareframed@amdoc.org with subject heading: [YOUR NAME] - Programming & Engagement Associate Position



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About America ReFramed & American Documentary, Inc.

America ReFramed is a co-production of the WORLD Channel and American Documentary, Inc. The series curates a diverse selection of independent documentaries that brings to national audiences compelling stories which illuminate the changing contours of our ever-evolving country. Viewers will be immersed in stories that span the spectrum of American life, from the streets of towns big and small to its exurbs and country roads. The documentary series presents an array of personal voices and experiences through which we learn from our past, understand our present and are challenged to seek new frameworks for America's future. America ReFramed is the recipient of a Peabody Award and an Alfred I. duPont-Columbia University Award for broadcast journalism. The series has earned several Christopher, GRACIE, Telly and Cine Golden Eagle Awards, as well as multiple nominations for Emmy, Independent Documentary Association and Imagen Awards.

American Documentary, Inc. (AmDoc) is a national nonprofit media arts organization dedicated to creating, identifying and presenting contemporary stories that express opinions and perspectives rarely featured in mainstream media outlets. AmDoc strives to make essential documentaries accessible as a catalyst for public discourse on air, online and in communities. We contribute to a more equitable nonfiction landscape through collaborations with passionate storytellers and changemakers. AmDoc produces POV/POV Shorts for PBS and co-produces America ReFramed with WORLD Channel.



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