



Job Title: Junior Sustainable Production Manager,
Reports to: Delivery Manager
Location: London office 60%, Remote 40%
Salary: from £31,000, depending on experience
Start date: March 2022 or ASAP offer
Contract: Full time / permanent

Who we are

albert is the leading organisation on sustainability in TV and Film, with the belief that the screen industries offer the greatest opportunity to mobilise positive action for the planet. We bring the screen industries together to tackle their environmental impact in production and empower the industry to consider the editorial opportunity to support efforts to tackle climate change. albert is a small team with a big remit and it's a hugely exciting time to join our friendly team as we grow.

Role purpose

This role supports the global film television and games industries on their mission in sustainable TV and film production, it will lead a small but growing team supporting production teams to deliver and meet the albert certification standards expected and mandated by many of the major broadcasters. this is a core role in the BAFTA albert team, managing the day-to-day running of the albert certification process, industry stakeholders and the growing certification team. This role has great responsibility to the industry (and audiences) to ensure our certification standard is credible, robust, constantly reviewed and our processes are as user-friendly as possible.

What do we need?

We need a confident individual, with production experience, who is excited to use their influence to liaise with productions across the UK, and around the world, about how to reduce environmental impacts, utilise albert tools and resources and generate new ideas to help tackle the industry sustainability challenge.

This is a great opportunity for someone who's experienced 'hands on' sustainable TV or film production, understands the importance of sustainability standards and wants to use their influence to support the rest of the global industry to do the same.

Who you'll be

You will be excited by the opportunity of shaping and influencing the TV and film industry's efforts to reduce environmental impacts. You'll be confident but empathetic, with strong stakeholder management skills, and a resolute manner. You'll enjoy finding new solutions to enable a high impact industry to become sustainable and be comfortable speaking to senior industry professionals, holding industry consultations on new modifications to the albert productions tools, chairing meetings and holding the industry to account. You will relish the opportunity to work for a purpose-led, outcome-focused organisation.

Key responsibilities and accountabilities:

- Delivery of the albert 'sustainable production certification' process for TV and film production
- Project Management of the albert Production Toolkit; collating feedback through consultation with industry and driving continuous improvement of albert's support for productions to become more sustainable
- Working with BAFTA Media Technology to ensure continuous improvement of a world class calculator tool for production
- Maintenance and development of certification criteria and processes, including the albert Carbon Calculator



- Line management of the small certification team
- Stakeholder management of industry stakeholders
- Deepen engagement of Affiliates in all of albert's relevant projects
- Deliver albert training to industry
- Undertake other roles to support wider project objectives

To be successful you will have:

- TV production experience at coordinator, assistant production manager level
- Experience or strong understanding of sustainable production practices
- Strong stakeholder/ customer service experience
- Proficiency in using PowerPoint and Excel
- The ability to distil information concisely and work efficiently

Ideally you will be:

- Experienced in using albert tools, resources, certification and training
- Experienced managing, developing or maintaining an environmental standard
- Aware of or qualified in carbon management and reduction
- Able to perform basic data analysis
- Unflappable in your work style
- An excellent communicator
- Passionate about tackling climate change through the screen industries

APPLICATION PROCEDURE

Please apply [here](#) and include a cover letter which in no more than 500 words explains why you think you are suitable for this position, what skills you have to be successful in this role; in particular, what experience/knowledge you have in TV production and climate change or related areas.

DIVERSITY

Our aim is for our staff to be a diverse mix of talented people who want to come and do their best work. BAFTA is committed to increasing diversity, and maintaining an inclusive workplace culture. We welcome applications from all qualified candidates regardless of their ethnicity, race, gender, religious beliefs, sexual orientation, age, marital status or whether or not they have a disability. Please take the time to fill out our [Diversity Monitoring Survey](#). All the information you provide will be anonymous and is not considered with your application.

albert

albert is the screen industry organisation for environmental sustainability.

Founded in 2011, the BAFTA-owned, industry-backed organisation, supports the Film and TV industry to reduce environmental impacts of production and to create content that supports a vision for a sustainable future.

With events, online tools and training, practical guidance and thought leadership, albert is enabling all screen industry professionals to identify and act upon opportunities on and off screen, for effective climate action. Find out more www.wearealbert.org