



three

dollar bill
cinema

TWIST: Seattle Queer Film Festival

2017 SCREENING COMMITTEE MEMBER

Job Title:

SCREENING COMMITTEE MEMBER

Works with: SCREENING COMMITTEE LEAD, PROGRAMMING ASSISTANT, & FESTIVAL DIRECTOR

General Job Objective: To assist the festival director in curation of the festival by reviewing and recommending film submissions.

Duties and Responsibilities:

- Watch 2 hours of film submissions minimum per week February through May, and 3-4 hours (or feature films) June – mid August.
- Attend screening committee orientation February 22nd @ 6:30PM.
- Attend monthly meetings with your committee February through June, and bi-weekly meetings July – mid August 2017.
- Contribute ratings and reviews for each film you watch.
- Write 3-6 program blurb descriptions July – mid August, for use in the 2017 festival program guide.
- Maintain email correspondence with your committee lead, the Festival Director, and Programming Assistant as needed, February through August 2017.

Skills and Experience:

- Exceptional written and verbal communication skills
- Experience working within strict timelines and meeting group deadlines
- Ability to effectively manage projects, tasks, and deadlines
- Familiarity with Google Drive and Google Spreadsheets
- Knowledge of the film industry a plus
- Connection to the LGBTQ community
- Committed to working with people of varying socioeconomic backgrounds, sexual orientations, genders, and racial diversity

Commitment: 2-4 hours per week February through August

Compensation: A full series pass to 2017 TWIST: Seattle Queer Film Festival

Note: All meetings take place at 12th Ave Arts, 1620 12th Ave, Seattle WA 98122 unless otherwise specified