**Ivy Film Festival 2016**

**GENERAL STAFF APPLICATION**

**DUE: Midnight on Tuesday, September 20**

Email your completed application with the subject: “Your Name – IFF App” to the following:

1. All department(s) you are applying (see emails linked below)

2. CC [director@ivyfilmfestival.com](mailto:director@ivyfilmfestival.com)

3. If you apply for “Branding” - please add a link to your portfolio

* Interviews for all positions will be held from **September 22-25.**
* Decisions will be sent out by **September 27.**
* The first **mandatory** all-staff meeting will be the IFF Retreat on **Saturday, October 1st** (between **11am-6pm**, more specific time TBA)

Any questions? Email director@ivyfilmfestival.com

**Departments:**

**Programming: Nate Burke, Cristina Ballarini, and Jake Anderson, programming@ivyfilmfestival.com**

The programming department screens and judges the 500+ submissions we receive each year and puts together an official selection for the actual festival. The staff is also responsible for organizing the 48 Hour Film Festival in the fall and organize housing for and welcome to campus visiting filmmakers.

**Screenplay: Mackenzie Carlson and Matthew Jackett, screenplay@ivyfilmfestival.com**

The screenplay department reads, discusses, and writes coverage on the 150+ submissions we receive (ranging from feature-length to shorts) and ultimately judges the winners for the festival.

**Publicity: Berkok Yuksel, Lindsay Saftler, and Nadim Silverman publicity@ivyfilmfestival.com**

The publicity department gets the word out about the festival, both on campus and to schools all over the world. The staff utilizes facebook, twitter, email and direct mail blasts to professors, student groups, and department heads at over 500 schools, comes up with creative stunts for publicizing events to our community.

**Business: Abby Levy-Westhead and Julia Shack Sackler business@ivyfilmfestival.com**

The business department is responsible for raising all the necessary funds for the festival. Staff members will write grants, identify and approach corporations for sponsorships, and meet with Brown University Departments to obtain funding and build relationships.

**Industry: Blake Nosratian, Dylan Morrissey, and Zach Smolar industry@ivyfilmfestival.com**

The industry staff contacts agents, managers, and members of the industry throughout the year to bring screenings and panels to campus both during the festival and in the months leading up to it.

**Branding: Margaret Berry, graphics@ivyfilmfestival.com**

The branding department is responsible for designing the face of the festival, from the submissions posters we plaster all over campus to flyers about special advanced screenings to the tickets that we hand out at the festival itself.

*Please add a link to your portfolio if you apply to Branding.*

**Events: Gus Esselstyn,** [**events@ivyfilmfestival.com**](mailto:events@ivyfilmfestival.com)

The events department works with the directors and coordinating board to schedule and plan our amazing events from retreat to parties to panels to drinks with visiting filmmakers the week of the festival in April.

**Outreach: Elizabeth Lippman and Paige Parsons,** [**director@ivyfilmfestival.com**](mailto:director@ivyfilmfestival.com)

The outreach department develops an inter-collegiate network of film-minded universities, by bringing the festival with other schools, festivals, and organizations. It is in charge of IFF’s Satellite Festival (which was featured in the [NYT](http://www.nytimes.com/2016/04/08/movies/beyond-tribeca-film-festival-more-new-york-film-festival-in-april.html?_r=0) last semester).

**Tech: tech@ivyfilmfestival.com**

The tech department is responsible for making sure everything runs smoothly during IFF events and during the festival itself. The staff deals with film formatting, projectors, and anything technical.

**2016-2017 Ivy Film Festival Staff Application**

Name: Email:

Year: Phone:

Concentration(s):

*1. Why would you like to become involved with Ivy Film Festival?*

*2. Have you been involved in Ivy Film Festival in the past? If so, please let us*

*know when and what your role was.*

*3. Which festival department(s) are you interested in applying to? Please explain why,*

*and rank in order of preference. Maximum 4 departments.*

*4. What do you think qualifies you for the role(s) for which you’re applying?*

*5. What is your academic and extracurricular load next year? Will you be going*

*abroad? If so, which semester?*

*6. Will you be able to attend the mandatory IFF retreat on Saturday, October 1st? Can you commit to attending IFF events throughout the year and during the week of the festival (April 10-16, 2017)?*

*7. If your life was a movie, what genre would it be?*

8. *If you’re interested in being considered for Programming staff, please watch the two short films linked below before your interview. Be prepared to share your thoughts.*

[*https://vimeo.com/149611140*](https://vimeo.com/149611140)

[*https://vimeo.com/131137856*](https://vimeo.com/131137856)

*(If you run into any problems accessing the videos, shoot the Programming coordinators an email.)*