
Screen Producers Ireland

Producer Role Description



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Ireland

Producer

Role Description:

A producer is the person responsible for overseeing the end-to-end production life cycle of a project; including, but not limited to, arranging financing, hiring and collaborating with writers, directors and key members of the creative team and overseeing all stages of a project from development to release.

A producer's role will vary depending on the type of project, funding structure, project staffing levels and requirements from financiers including studios, funding schemes/initiatives/bodies, co-producers and broadcasters.

It is also common that producers in factual and entertainment, and documentary will take on a more direct management role in terms of scheduling, contract negotiations/employment, funding negotiations, on-screen talent and serve as the main conduit for the commissioning editor.

A producer has a strong working knowledge of project management, performance management and development processes, a keen eye for creative opportunity, a strong understanding of the production landscape and what funders and audiences are seeking and the ability to meld creative vision with financial, legislative, and business requirements. They also have a strong understanding of the acquisition and management of intellectual property rights including initial vesting of rights and exploitation of the rights in the work including potential subsidiary rights.

They ensure compliance with legislation including health and safety, employment, financial/tax regulation, and requirements from funders. Responsible for promoting a work environment of safety, dignity, and respect, sustainable production and have an ultimate duty of care to those working on a project as the employer.

A producer appreciates their role as a creative entrepreneur both in the context of an individual project, but also in growing and scaling their company (or company they are working for) and the needs of the sector as whole. The producer is able to identify and act on opportunities to support the growth of their company.

Producers are one of the first people to start working on a project, often hiring the screen writer where material is new, or working with the writer where the script or concept is already existing. They are also responsible for hiring or contracting with specialists for areas such as legal, taxation and health and safety guidance as and when necessary. The level of support required will often be determined by the scope of the project.

The producer works to secure funding for development and delivery of the project and will often work with a small core creative team on the development of pitches to promote the project to investors and financiers.

A producer's role during the development and pre-production phase is focused largely on refining the project for pitching in conjunction with other key creatives, securing funding, overseeing production planning, and hiring key creative and business roles such as the director, director of photography, line producer, accountant, and production designer.

During production, a producer's role is incredibly varied depending on the nature of the project. In the case of a creative producer, it will often be working from both production offices and/or on shoot overseeing the logistics of the project in conjunction with the Line Producers/Production Manager as well as working closely with the director to ensure the creative vision is met.

During post-production producers are involved along with other key creatives in reviewing editing, VFX, score/music, etc.

Task Statements

The day-to-day tasks of a producer vary greatly from project to project but include:

- ✓ Working on a development slate/project development: seeking out projects, reading scripts/proposals/concepts, developing programme ideas and partnering with others such as writers to create and refine project ideas
- ✓ Seeking out funding opportunities including applications for funding schemes, financiers, and co-production partners
- ✓ Developing project pitches in partnership with creative talent such as the writer and director
- ✓ Pitching to funders/commissioners including broadcasters, funding schemes, and studios
- ✓ Securing the involvement and employment of key creative talent. Selecting and recruiting key talent is often done in conjunction with others on the development/pre-production team
- ✓ Sharing notes and feedback on the development of the script and shoot
- ✓ Negotiating contracts with funders, co-production partners, and key hires
- ✓ Working out resourcing, scheduling, and budgeting in conjunction with Heads of Departments (HOD's), production department and accounts department
- ✓ Working with marketing, distribution and sales teams for distribution and marketing of the project
- ✓ Establishing and maintaining a respectful work environment and ensuring compliance with legislation and best practice including in areas such as employment, health and safety, inclusion, sustainability and managing wellbeing
- ✓ Ensuring compliance with funder requirements and engaging with funders, sales and distribution partners and production partners for status meetings, updates and to discuss solutions to production challenges as and when they arise, maintaining project vision and ensuring delivery
- ✓ Providing reports on project status and progress including budget compliance to funders and production partners and serving as the key link between commissioners/funders from an editorial and financial perspective

Note:

The above role description is non-exhaustive, and will vary dependent on the nature and requirements of a specific project. It is advisable to review the producer role description for information purposes and apply its contents in line with the specific needs of your project/organisation.



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