

CDL.TV

Job Description: Line Producer

Job Summary

The Line Producer is a key member of the production team. You manage the budget, the day-to-day cinematic pipeline of the production, hire and manage key members of the crew, and negotiate deals with subcontractors.

You are involved in transforming the screenplay into a production plan, suggesting practical solutions and work splits between co-producers, creating the detailed overall production schedule, accurately estimating production costs in detail and scoping co-producer tasks and corresponding production budgets.

Responsibilities and Duties

- Provide and frequently adapt a detailed plan for the delivery of a project to the visual effects producer, supervisors and individual.
- Chair Production Status Meetings.
- Manage human resources attached to the project.
- Plan facility resources to create an effective approach to the visual effects work.
- Create a detailed short to medium term plan for supervisors and executing artists.
- Ensure the team understands the goals and deadlines for sequences, R&D projects etc.
- Work with the supervisors to ensure the schedule of work is on track and meeting quality expectations.

Required Experience, Skills and Qualifications

- Experience as a producer within a production driven environment.
- Proven track record in project management.
- Strong management skills.
- Good understanding of 3D Animation, vfx and Compositing processes.
- Skilled at quick analysis, problem solving and decision making in order to solve daily/weekly challenges as to see longer term strategic goals in terms of resourcing and demands of upcoming projects.
- Capable of organizing, coordinating, motivating and inspiring teams with enthusiasm.
- Calm, organized and methodical in approach to work able to remain so under pressure and when working to tight deadlines.
- 4 years experience as a line-producer in the animation industry.