

## **Example of Manager, Programming Job Description**

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Our company is growing rapidly and is looking to fill the role of manager, programming. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for manager, programming

- Provide in-depth analyses to the Programming Acquisitions team regarding current and potential acquired series
- Strategize with Promotional Strategy to identify effective platforms/programs for promo placement (including cross-network barter), leveraging ratings, demographic and all other related data
- Work with Marketing, Affiliate, and Digital departments to aid in strategy and analysis of various efforts as related to programming research as time allows after programming priorities are met
- Manage the day-to-day activities of the research analyst's projects and priorities
- Interviews and trains conference support staff
- Manages daily operations of conference support staff including work scheduling, discipline, morale and professional development
- Conducts annual performance reviews and probationary evaluations
- Oversees direction of all aspects of fully-coordinated CME/CE conferences administered by the office and is accountable for income and expenses related to each activity
- Assigns each conference an Educational Activity Coordinator, outlining primary coordinator responsibilities, ensuring programs follow established CME activity guidelines, maintaining familiarity with each activity's development and finances, and monitoring for compliance with office policies and standards
- Formulates plans, analyzes activities and makes decisions which directly affect

## Qualifications for manager, programming

- ORevenue and P&L sensitivities for changes in forecast assumptions
- OBenchmarking against current operations / channels
- Content acquisitions in analysis of marketing pricing / SVOD / Catch-Ups
- Content acquisitions in analysis of deal values and proposal terms in proposal/counter- proposals
- In all regions, studios and content categories input and sharing of consistent sales strategy and best practices (rights, deal terms)
- OProvide in-depth analysis of technological developments impacting the television industry with the territory