

To apply for a GPE Fellow position: Submit an updated resume and cover letter to [gsasprofessionaldevelopment@yale.edu](mailto:gsasprofessionaldevelopment@yale.edu) with the subject header “[Name of Fellow position]” by June 25 at 11:59 p.m.

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## **FAS Film Programming Fellow—Faculty of Arts and Sciences; Film and Media Studies Program**

**Mentor:** Fatima Naqvi (the GPE Fellow will work closely with Marc Francis), Chair of Film and Media Studies Program (Marc Francis: FAS Film Programming Manager), Faculty of Arts and Sciences; Film and Media Studies Program

**Fellow Title:** FAS Film Programming Fellow—Faculty of Arts and Sciences; Film and Media Studies Program

**Organization Name:** Faculty of Arts and Sciences; Film and Media Studies Program

**Organization Website:** <https://filmstudies.yale.edu/>

### **Organization Description:**

Yale Faculty of Arts and Sciences offers on average 50+ film screenings each semester. The FAS Film Programming Fellow will report to the Chair of the Film and Media Studies Program and work closely with Manager of Film Programming (FAS) on film screenings and series hosted by FAS departments including Film and Media Studies, French, Slavic, Comparative Literature, and many others, as well as the Whitney Humanities Center. These screenings often include filmmakers and other talent as well as collaboration with departments and schools across the university.

### **GPE Fellow Responsibilities:**

- Weekly check-ins with FMS Chair and Manager of Film Programming (FAS) to discuss upcoming events – assess where assistance is needed
- Assist FAS faculty with filmmaker and curator visits, escorting talent to locations and other duties in coordination with Manager of Film Programming (FAS)
- Attend planning meetings for film festivals and series run by FAS faculty and affiliates, including LIFFY, Films at the Whitney, Ukrainian series and Spring festival-symposium, and Spotlight on Film Curation
- With Yale College Arts, FMS Chair, and Manager of Film Programming (FAS), help implement and improve a weekly email newsletter/digest; assess timelines for announcements, how to expand reach, and optimize marketing/communications
- Proofread and format copy and other email and marketing materials before distribution

- If available, serve as house manager for some screening events

**Desired GPE Fellow Qualifications:**

Valued attributes include a love of cinema and the arts, attention to detail, outgoingness and ability to work with strangers, responsiveness to email, staying organized and able to track programming workflows.

**GPE Fellow Learning Objectives:**

Students will gain a practical and logistical skillset for film programming and curation, applicable also to other areas of public-facing curation and event planning in the arts. Students will also learn how to navigate the many organizations and units across campus and leverage their collaborative potential. Students will be able to plan one screening of their choosing under the guidance and supervision of the Manager of Film Programming (FAS).

**Number of Available Positions: 1**