

## **JOB POSTING**

### Membership

**POSITION TITLE:** Artist and Repertoire Representative  
**REPORTS TO:** Director, A&R  
**LOCATION:** Montreal  
**LANGUAGE:** Bilingual

### **OVERALL ACCOUNTABILITY:**

This position is one of the key external faces of SOCAN's Membership Department within the music industry. A key function of this role will be to develop and maintain both creative and business relationships with emerging and established music creators along with key music industry influencers. This position will play an invaluable role in both the recruitment and retention of all SOCAN members by adding creative support, music business education and by connecting members with other parts of the music industry.

### **RESPONSIBILITIES:**

- Actively recruit Canadian music creators, with primary focus on Quebec-based creators, by scouting for emerging artists/songwriters and screen composers who have the potential to be relevant in various music genres. E.g. Pop, Hip-Hop, Electronic/Dance, R&B, Rock, Folk, Audio Visual, Country, etc.
- Proactively research online social media and digital music platforms to identify trending Canadian music creators.
- Build relationships with emerging music creators (and their business teams) by meeting with them, listening to their music, attending their shows, discussing their career aspirations and needs from a creative and business perspective.
- Build relationships with and provide active support to SOCAN's music publishing and screen composer member communities.
- Ensure that potential SOCAN members, members and key influencers understand SOCAN and how it impacts their careers by explaining our distribution process, licensing and royalty info in efforts to get them paid.

# SOCAN

- Identify member flight risks and proactively intervene to retain them. Use creative and timely management of termination requests in order to convince departing members to stay with SOCAN.
- Strategically analyze and forecast member earnings and prepare reports to ensure member stays with or joins SOCAN due to competitive business offers.
- Create career opportunities for members by introducing songwriters and composers to applicable creative and business people to further their careers; such as music publishers, managers, agents, producers and record labels.
- Create opportunities for members such as planning and executing songwriting camps and workshops, songwriting collaborations, master production classes and business seminars.
- Understand the business processes of foreign PRO's and build relationships with them to add value for members and to maximize financial impact on their foreign royalties.
- Engage people through the use of social media and other resources to promote members and SOCAN to their peers, key influencers in the music ecosystem and the public in general.
- For each of the above mentioned responsibilities/tasks, work closely with Chief Quebec Affairs Officer, to ensure that we are on the lookout for and listen to the specific needs of the Quebec market and the Francophonie

## **QUALIFICATIONS:**

- Ear for music / nose for talent / ability to identify up and coming music creators who have the potential to grow their careers/business
- Passion for discovery of new music talent (Hunter mentality)
- Emphasis on knowledge of and connections in current popular music genres ie. Hip-hop, Dance, Pop and "Internet" music.
- Respect/Admiration for Creators & Rights Holders
- Ability to demonstrate situational awareness and discretion within music creator community
- Willingness to travel and work outside of traditional hours of work
- Tech Savvy / Social Media Savvy – ability to interpret social media stats
- Ability to handle Administration
- Ability to fit into a Corporate Environment / Team Culture
- Knowledge of, and extensive contacts within the music industry
- Understanding of music production, music creation, screen music composing, and music publishing
- Ability to relate to creative people
- Appreciation for a wide breadth of music genres including both mainstream and non-mainstream



- Able to recognize, create, and act upon opportunities to enhance the careers and businesses of Members
- Knowledge of SOCAN, performing rights and copyright
- Business acumen
- Ability to network, connect and bring people together
- Sales and influencing skills
- Time management skills
- Excellent written and verbal communication skills
- Proficient in applicable office and business applications
- Must be bilingual
- Knowledge and understanding of both Anglophone and francophone culture

#### **EXPERIENCE/EDUCATION:**

- Minimum of 3 years' experience working in the music industry
- 2 additional years as a working professional in similar or related industries preferred
- Post-secondary education
- Bachelor of Music, Music Business Management degree preferred

#### **APPLICATION PROCEDURE:**

Qualified applicants are invited to apply in writing to Human Resources – Toronto Office, and include a recent copy of your résumé in both French and English to [hr@socan.com](mailto:hr@socan.com).

#### **SELECTION:**

Skills may be tested and selection will be based on factors such as past performance, previous related experience and alignment of aptitude, personal skills and attributes to those required to perform the job. Only qualified applicants will be contacted for an interview.

#### **WORKWEEK:**

This position has a 5-day workweek.

#### **DEADLINE:**

Applications must be received in Human Resources by **noon November 10<sup>th</sup> 2017**.