

# Operations Director Entertainment

**Based:** Central London  
**Reports to:** Managing Director- Entertainment

## About the Group ...

We are a leading management and professional services company based out of the UK and US, YMU provides a portfolio of services to a wide range of clients consisting of leaders in entertainment, film, music, radio, television and sport, including athletes, authors, digital influencers, media rights holders, musicians, producers, TV personalities and voiceover artists.

**About the Team...** You will be working for the Entertainment Team. The team provides specialist services including brand & licensing partnerships, live events, content creation, IP creation, event appearances, voiceover, amongst many other areas.

## The Operations Director is responsible for ...

- Overseeing all operational activities for the Entertainment division.
- Identifying opportunities to streamline business processes and systems.
- Translating the company's strategic plans into defined operational plans.
- Defining performance management KPI's to monitor operational success against objectives.
- Reporting to the board on operation activities towards business goals.
- Restructuring business activities to increase speed and efficiency.
- Working alongside other members of the business on key Ops projects.
- Establishing a culture of continuous business improvement.
- Researching opportunities for cost savings across the business.
- Minimising operation expenditure within the business wherever possible.
- Developing leadership and coaching programmes to increase employee effectiveness.
- Management of all leadership meetings in terms of agenda and action points
- Manage long term planning in terms of potential acquisitions or new areas of business
- Work with MD, Finance department and senior personnel to ensure accurate forecasting, short medium- and long-term budgeting
- Assess current software systems (e.g. database management and invoicing systems) to ensure business suitability
- Liaise with legal team and handle any key legal issues as they arise
- Deputize for the MD at Ops meetings if necessary



## About you ...

- With similar operations management experience within the media/entertainment sector, you will be able to build strong relationships with internal stakeholders and be skilled at managing and developing staff.
- You should have a strong strategic mindset, with the ability to plan longer term but with the flexibility to adjust to take advantage of short term/unforeseen opportunities.
- A good understanding of financial forecasting and budgeting is important, as is a general understanding and interest in office software and IT systems.
- You will also be positive and highly motivated with the ability to thrive in a fluid, demanding and fast paced environment

## What we offer...

We offer a wide variety of benefits including:

- Unlimited Holiday
- Access to flexible working conditions – we believe with performance comes freedom
- Private Medical and Life Insurance after 12 months' service
- Enhanced parental leave
- Staff equity share and bonus scheme
- Perkbox employee benefit platform