

Royalties Assistant

Based: Central London

Reports to: Head of Royalties

Group Overview: A leading management and professional services company based out of the UK and US, YM & U 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.

Our core values: **We are client first:** The Group's entire purpose and DNA is centred around serving our clients first and foremost

We are collaborative: We are the many not the few. Clients can access breadth and scale of our service

We are curious: Our clients expect us to be progressive, innovative and informed.

We are egoless: Team is at the core of everything that we do, and the strength of the team is in the collective, not the individual

We are courageous: We are clear about who we are even when that can be deemed as controversial

Team Overview: Working as part of the Royalties team, situated in Business Management Division. The team. The team currently comprises of 4 team members working across the various royalty functions.

Job Purpose: To support the royalty department primarily assisting with royalty audits, Including catalogue valuations and detailed royalty analysis.

Key Outcome:

- Provide support to the department to complete royalty audits and catalogues valuations In a timely manner and to the high standards that our clients expect
- Through working alongside the Head of Royalties and on-the-job training work towards taking full responsibility for audits and royalty projects

Key Responsibilities:

- Assisting the with analysis of clients' contracts and royalty statements for royalty audits
- Assisting with the royalty analysis for client catalogue valuations
- Assisting with the analysis and due diligence for companies purchasing music catalogues
- Assisting with adhoc royalty analysis as required for clients
- Working on adhoc royalty projects

Experience and Capabilities:

- Strong analytical background
- Experience using high volumes of data, reconciling various sources of data and spotting trends and anomalies
- Advanced Excel skill essential
- Experience in providing and understanding reports at a variety of levels
- Experience of the music Industry, royalties and music contracts Is preferred but not essential

Person Specification:

Essential Requirements

- Highly motivated
- Exceptional attention to detail
- Ability to priorities work load and shift focus quickly
- Excellent written and verbal communication skills
- Ability to work as part of a team as well as an Individual

Attributes:

- Passionate and energetic — brings a genuine thrill and excitement to the role
- Highly motivated — the ability to thrive in a fluid, demanding and fast paced environment
- Proactive and forward thinking – looking at ways to Improve the current system
- Collaborative — works well with others, and can plan and implement change
- Entrepreneurial — open to new ideas, and will challenge old ones.
- Diverse — is proud of the difference they can bring

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 equality share and bonus scheme

Equal Opportunities:

YM&U Group is an equal opportunity employer. All qualified applicants will receive consideration without regard to protected diversity characteristics such as race/ethnicity, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status. All successful job applications are subject to referencing and background checks.