



JOB DESCRIPTION

Post: International Rights Manager

Department: Publishing

Reporting to: Senior International Rights Manager

The Company Tate Commerce is a wholly owned subsidiary of Tate. Work at Tate Commerce ranges from publishing, retail and merchandising roles to operations, finance and licensing.

Tate Commerce shares Tate's mission to promote public knowledge, understanding and enjoyment of British, modern and contemporary art. Its role is to maximise profits and extend the value of the Tate brand, to support Tate's work and collection.

We are committed to reducing our carbon footprint and protect the environment and expect all staff to adhere to our Environmental Policy which can be found [here](#).

The Department Tate Publishing is one of the world's oldest and most respected publishers of the visual arts. We aim to bring the best new writing on art and the highest quality reproductions to the widest possible range of readers.



The Disability Confident Scheme

Tate is committed to the employment, retention, training and career development of disabled people. In recognition of our commitment, Tate has been awarded the Disability Confident Symbol.

Purpose of the job: This is a key position in the company with a high degree of autonomy with responsibility for selling to new business prospects internationally as well as maintaining and developing existing publishing partner relationships in order to maximise intellectual properties and profits for Tate Enterprises.





Main responsibilities and duties

- Responsibility for co-edition and rights sales in allocated markets, across both children's and art lists, managing the process from presentation to negotiation through to delivery of contract and finished copies.
- Developing all markets, both new to Tate and existing, and exploiting all opportunities to grow the business, including travel to key territories and book fairs to present the list and meet customers as necessary
- Informed and creative input into Tate's publishing programme in order to identify rights and co-editions opportunities from the outset
- Maintaining margins and improving where feasible to protect the bottom line
- Monitoring and achieving budgets in allocated markets on a month by month basis.
- Line manage Rights Assistant, supervising work, setting tasks
- Holding the relationship with International Partnerships team and relaying updates to Tate Publishing team. Liaising with touring venues in regards to their publications. Agree text licenses or roll-out co-edition model where appropriate.
- Overseeing contracts process for co-edition and licensing contracts
- Evaluating permissions requests where appropriate, including processing and invoicing
- Overseeing royalties process, including invoicing and reversions
- Support the publishing critical path: working with editors and the wider publishing team to ensure key projects for rights are on track, and all relevant material is in hand.
- Liaising with Sales and Marketing Manager to determine reprint needs for trade titles and exhibition catalogues, building print-runs to maximise margins and reduce print costs
- Performing other duties or tasks as may reasonably be requested by the Publishing Director

Tate is proud of its commitment to diversity and inclusion which is set out in our Tate for All strategy. This strategy aims to improve diversity and inclusion at Tate through a process of organisational change and to make diversity and inclusion part of everything we do. Tate therefore expects all of its employees to actively contribute to promote diversity and inclusion as part of their role

Person Specification

Essential:

- A high degree of professionalism and strong interpersonal skills as relationships with overseas galleries and publishers are an integral part of the role
- Self motivated with the ability to work independently



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- Proven experience of foreign language Rights and Co-edition sales for an illustrated book publisher
- Demonstrable evidence of consistently achieving sales targets in a similar role
- Natural commercial awareness and business acumen
- Strong interpersonal skills and positive team player
- Excellent verbal and written communication skills, demonstrating the ability to communicate effectively and positively
- Ability to plan and prioritise day to day activities to ensure increased effectiveness, efficiency or productivity

Desirable:

- Experience of working in a museum or gallery environment
- An interest and understanding of art history and the aims of the Tate
- Good working relationships with art, trade and children's book publishers in international territories

Competencies:

- Has a desire for success and inspires others
- Demonstrates a robust, persistent, and pragmatic approach needed to ensure that projects stay on track. Resilient in the face of setbacks
- Adept at managing positive and productive relationships with other teams and a wide variety of internal and external stakeholders whilst ensuring projects are delivered to schedule and budget
- Anticipates the likely reaction to a piece of communication and adapts tactics accordingly
- Promotes Tate's Dignity and Respect policy in all their activities
- Ensures that all relevant stakeholders have access to pertinent information to enable good quality solutions to be developed
- Willingly commits resources to pursue innovative solutions, balancing risk and reward
- Actively pursues opportunities to develop or enhance personal capabilities
- Understands team dynamics and utilises each team member's specific strengths effectively
- Plans workloads to match the resources available
- Keen to embrace new opportunities and continuously evaluate progress to improve efficiency and quality of the books and catalogues we produce
- Ensures the team understand their part in the business plan and vision
- Gives people the opportunity to speak out if they have an issue
- Develops strong partnerships with external stakeholders



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