

# Jobs that are out of this world.



## Programming Support

### Who we are:

Discovery Networks Southern Europe is one of the major markets of Discovery Networks International, the international division of the number 1 media company in the world for non-fiction content with almost 3 billion subscribers in more than 220 countries worldwide.

Thanks to the important growth that accompanied the evolution of its offer in recent years, Discovery Southern Europe has become in 2014 an even more strategic region, which includes Italy, Spain, Portugal and France, with headquarters in Milan and a team of over 450 people including Eurosport, distributed in 7 offices.

### The Talent Team:

Discovery's Global Talent Management team recruits the best talent on the planet. It takes a cast of incredibly talented, passionate, creative individuals to make amazing television programming and our team sets out to find them. Oh, and we will find you!

**Position Summary:**

This is a position for supporting some key areas of the programming department. The programming support will take care of the Italian TV regulatory compliance in collaboration with the legal department.

**Key Responsibilities:**

- Liaise with the planners and with the legal department in order to keep under control the Agcom regulatory compliance.
- Liaise with Media Plan, legal and Inventory management to request and coordinate all the EU quota information
- Liaise with London and with legal consultant in order to coordinate the Ofcom and Agcom compliance
- Help all planners in all daily tasks if needed
- Attend monthly meeting to help presenting the monthly channels highlights

**Requirements:**

- Minimum intermediate knowledge and experience of MS Office, specifically Excel and Word.
- Planning and organizational skills, with the ability to meet deadlines under pressure
- Good attention to detail and the ability to multi-task.
- An analytical approach with problem-solving skills.
- Team player and able to work effectively on own initiative when required.
- Interest in and awareness of TV scheduling practices.
- Pro-active approach to work
- Ability to communicate at varying levels
- Strong presentation skills

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