

**Music Publishing Coordinator - Genius Brands International, Inc. seeks music publishing coordinator interested in an exciting opportunity to join the music department of a growing entertainment company headquartered in Beverly Hills.**

**Responsibilities:**

Manage a variety of music business matters, including searching out animation composers and negotiating deal terms for the creation of new music and other music-related services in connection with various productions.

Work closely with Production business unit on all music-related matters, including with international Genius productions.

Handle the cue sheet creation process, including coordinating with other business units to gather information needed for the cue sheets.

Serve as a liaison with global music publishing administrator for all music publishing, writer issues and music matters, including domestic and international licensing, cue sheets and royalty statements.

Review society publisher and writer statements.

Interface and work with global record label for Genius' recordings, product release and distribution statements.

Review and analyze third party royalty obligations.

Inform senior management of music-related matters and generate music rights summaries.

**Qualifications:**

Our ideal candidate will be a responsible, detail oriented, self-starter and problem-solver with initiative to anticipate and handle music-related issues, and whose ideal day includes tackling a diverse array of interesting challenges.

**You will also have the following skills/accreditations:**

Must have a strong music publishing background in animation production with a minimum of 6 years of experience in music rights-related field.

Must be able to multi-task in a fast-paced environment.

Strong understanding of and familiarity with music contracts and the negotiation process to advise and assist Business Affairs, including licenses for incoming and outgoing music uses and merchandise music requests.

Strong background in cue sheet preparation/creation and familiarity with Excel and RapidCue (and similar systems) to prepare and distribute cue sheets, including viewing each episode for feature performances.

Knowledge of and experience with U.S. Copyright Law and public domain songs, The MLC, the Copyright Royalty Board and royalty rates, including digital streaming mechanical rates to prepare and distribute third party royalty statements.

Have knowledge of and familiarity with the performing rights societies and music industry practices.

Please email resume to [jobs@gnusbrands.com](mailto:jobs@gnusbrands.com).

Genius Brands International, Inc. is a leading global kids media company developing, producing, marketing and licensing branded children's entertainment properties and consumer products for media and retail distribution. The Company's 'content with a purpose' portfolio includes *Stan Lee's Superhero Kindergarten*, starring Arnold Schwarzenegger, on Kartoon Channel!; *Shaq's Garage*, starring Shaquille O'Neal on Kartoon Channel!; *Rainbow Rangers* on Kartoon Channel! and Nick Jr.; *Llama Llama*, starring Jennifer Garner, on Netflix; award-winning toddler brand *Baby Genius*; adventure comedy STEM series *Thomas Edison's Secret Lab*; and entrepreneurship series *Warren Buffett's Secret Millionaires Club*. Through licensing agreements with leading partners, characters from Genius Brands' IP also appear on a wide range of consumer products for the worldwide retail marketplace. The Company's new Kartoon Channel! and Kartoon Classroom! are available in over 100 million U.S. television households via a broad range of distribution platforms, including Comcast, Cox, DISH, Sling TV, Amazon Prime, Amazon Fire, Apple TV, Apple iOS, Android TV, Android Mobil, Google Play, Xumo, Roku, Tubi, KartoonChannel.com, Samsung Smart TVs and LG TVs.