

## **Yale University Press London, Rights Executive, Full Time**

Job Title: Rights Executive

Department: International Sales & Rights

Reporting to: Rights Manager

Permanent Contract

Full Time – 5 days (35 hours) per week

Salary range £23,000 to £26,000 per annum

### **The Role**

We are seeking an enthusiastic and ambitious professional to sell foreign rights for Yale University Press. The successful candidate will be responsible for maintaining existing customer relationships, forging new links with foreign publishers and agents, and driving profitable growth across multiple territories. Excellent communication and negotiation skills are essential.

### **Purpose of the job**

To independently sell and manage foreign rights licences across multiple territories.

To assist the Rights Manager in maximising sales and driving profitable revenue growth.

To enhance the brand and market position of Yale University Press.

### **About Us:**

Originally founded in New Haven, Connecticut, in 1908, Yale University Press publishes serious non-fiction that furthers scholarly investigation, stimulates public debate and enhances cultural life. It is unique in being the only American university press with a full-scale publishing operation in Europe: Yale University Press London has offices in Bloomsbury and produces internationally renowned, distinguished art and general non-fiction books. Our diverse and award-winning trade authors include Francis Spufford, Richard Holloway, A.C. Grayling, Stephen D. King, Geoffrey Parker and Terry Eagleton.

With a backlist of over 5,000 Art, Trade and Academic titles of international renown, the London office publishes around 120 new books each year within a total Yale University Press list of some 300 new hardcover and 150 new paperback books annually. Yale books have won numerous awards, including the National Book Award, the Warwick Prize for Writing, the Pulitzer Prize, the National Book Critics Circle Award, the Wolfson History Prize and the Longman-History today award. Yale books are marketed across the globe, directly to Europe, Asia, Africa, the Middle East, China, Australia and New Zealand and, through our New Haven headquarters, to the Americas. Yale

University Press continually extends its horizons to embody university publishing at its best.

**Equal Opportunities:**

Yale University Press London is an equal opportunities employer and welcomes applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age. We value, promote and seek diversity.

**Job Profile:**

**Key responsibilities:**

- To promote, negotiate and sell foreign rights in front and backlist to publishers/clients internationally across multiple territories
- To maintain positive working relationships and establish new links with foreign publishers/agents, keeping them informed about new publications, and identifying sales opportunities
- Marketing and promotion of our Rights through catalogues, mailings, book fair preparation.
- Attendance at the Frankfurt and London Book Fairs
- Author and editorial liaison
- Contract handling and deal management,
- Managing payments, royalties and financial reporting.
- Driving initiatives to build on rights sales across territories

**Experience / skills required:**

**Essential**

- Previous foreign rights experience
- Excellent communication, sales, and negotiation skills
- Ability to organise workload and manage priorities, with a problem solving attitude
- Ability to work collaboratively as part of a team, and cross-functionally with other departments
- Strong market awareness within the publishing industry
- Excellent attention to detail and accuracy
- Fully conversant with Microsoft Office (Word, Excel and PowerPoint).

**Desirable**

- Co-edition experience
- Knowledge of Bradbury Phillips, or other Rights Software program
- Royalty processing experience
- Language skills

**What we can offer:**

Yale University Press London offer a generous package of benefits including accommodation deposit and travel loans, a cycle purchase scheme, a lively social scene and a generous pension scheme. As Co-organisers of the annual Bedford Square Arts Festival, our staff enjoy access to the Bedford Square gardens at lunchtimes throughout the summer months.

**The Location:**

The role will be based at our offices in Bedford Square in Bloomsbury WC1, with convenient access to the Northern and Central lines as well as many bus routes.

Please send your CV and supporting covering letter (including availability, notice period and current salary) to:

Robert Owen, Head of People & Office Operations:  
[robert.owen@yaleup.co.uk](mailto:robert.owen@yaleup.co.uk)

**Closing date: Monday 25<sup>th</sup> June 2018 at 5.30pm**

**Processing and safeguarding your data** - Please see YUPL's candidate privacy notice [here](#).