



POSITION DESCRIPTION

Position Title	Early Childhood Producer,	Position No.	[Position No.]
Team	Entertainment & Specialist	Classification	Administrative/Professional
Department	Children's - Pre-School	Schedule Roster Cycle	Schedule A Non-Rostered
Location	Sydney	Band / Level	Band 5
Reports to	EP Children's 50030313	HR Endorsement	1/02/2019
Purpose			

Advise, create and publish content for the ABC Kids content ecosystem including the pre-school audience, parents and caregivers.

Key Accountabilities

- Assist and advise producers in the making of pre-school content based on a thorough understanding and professional experience of the Australian Early Years Learning Framework (AEYLF).
- Create and contribute to content for a variety of platforms including online, social media, audio, and parenting sites to drive reach with existing ABC audiences and grow new audiences for ABC KIDS.
- Assist content makers to align content with the Australian Early Years Learning Framework and track current research in educational pedagogy to deliver alternative approaches and evaluate appropriateness of content for the age group.
- Research and compile relevant data to support producers in the making of pre-school content for a range of platforms.
- Develop and foster relationships with a wide range of experts in the pre-school field locally and internationally.
- Have an understanding of the trends in the International and local preschool content marketplace.
- Liaise with various production teams within ABC Children's to maintain the highest level of quality and consistency across our content.
- Actively promote the ABC values and apply all relevant workplace policies and guidelines.
- Cooperate with any reasonable instruction, procedure or policy relating to safety and take reasonable care for your own safety and that of other people who may be affected by your conduct while at work. Additional WHS responsibilities apply to Managers and Supervisors, Team Directors, and other Officers.

Key Capabilities/Qualifications/Experience

1. Solid relevant experience in a professional environment working with pre-school children from ages 3 to 6, a Bachelor of Early Education or equivalent and an excellent understanding of the Australian Early Years Learning Framework.
2. Demonstrated high level of excellence in early childhood pedagogy and an ongoing knowledge of current pedagogy research and philosophy.
3. Strong writing skills and the ability to generate text and video content for a variety of platforms.
4. An understanding of story structure, pacing and tone to capture the audience.
5. Ability to build strong relationships with internal and external stakeholders.
6. Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.





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7. Understanding of the relevance and scope of ABC policies and the ABC Principles and a commitment to adhere to these; particularly in relation to complying with health, safety and wellbeing requirements in the workplace and acting in accordance with the ABC Principles.
8. Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.
9. Demonstrated understanding and passion to source and create authentic content which represents the broad diversity of the Australian community, including stories that reflect a range of cultural and linguistic backgrounds and Indigenous communities where editorially relevant.
10. A current working with children/police clearance and ongoing renewal/maintenance of this clearance in accordance with relevant legislation.