



## POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	SERIES PRODUCER
Position no:	50000276
Team:	[Content]
Department:	Entertainment
Location:	Ultimo
Reports to:	EXECUTIVE PRODUCER, ORIGINALS, CHILDREN & FAMILY 50067244
Classification:	Content Maker
Schedule:	[Schedule A]
Roster cycle	[2 Week Rostered]
Band/level:	[Band 7]
HR Endorsement:	17/07/2024

### Purpose

Oversee the creative, editorial, resourcing and team management of ABC Children's and Family gaming centric series and brands, delivering content to ABC Children's and Family linear, iview, digital and third-party platforms.

### Key Accountabilities

- Under broad direction of the Originals Executive Producer and Commissioning Editor, produce and manage the series, to deliver a high-quality, world-class production contributing to the strategic goals of ABC Children's and Family.
- Provide creative leadership and editorial feedback to the production team, including writers, collaborators and post production, ensuring the highest editorial and production standards. Oversee Digital Strategy and roll out plans for the series and brand.
- Develop, manage and lead teams to produce innovative content and strategy within the program for a multi-platform environment. This may include but is not limited to ABC linear and streaming TV, bespoke digital content, audio content and digital livestreams.
- Develop and facilitate innovative creative approaches to production methodology, roll out and foster a culture of creativity within the Production team.

- Manage the internal Production team to ensure high performance, effective development of team members and retention of key on-air talent and Production staff. Develop emerging talent within the department and for on-air.
- Actively promote the ABC values and apply all relevant workplace policies and guidelines.
- Work with the Executive Producer and Commissioning Editor to reach diversity targets through talent attachment schemes and casting.
- Monitor and review staff performance, set goals for staff in line with the goals of the program and in line with the Children's Business Plan.
- In collaboration with the Production Manager, effectively manage the production budget, logistics, resources, post and contractual aspects of the production as required.
- Contribute to and implement cost effective production solutions, when instructed by management to meet key ABC business outcomes, ensuring objectives are met.
- In conjunction with the Executive Producer maintain key working relationships with internal and external stakeholders as required to assist with meaningful consultation and collaboration.
- Understands the ABC Editorial Policy Standards and the Child Protection Policies for Working with Children in all Australian states and territories.
- 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. Demonstrated ability to originate, pitch, plan and manage the creation of relevant and entertaining content for the target audience. An ability to develop ideas that will promote interactivity and engage viewers through multi-platform content.
2. Extensive experience in both studio and field production. Demonstrated interest or background in gaming and gaming adjacent culture.
3. Ability to strategise across multiple digital touchpoints.
4. Experience in the development and management of on-air talent. Outstanding and effective leadership and communication skills.
5. Highly advanced editorial skills with the ability to apply reliable judgement on content and policy.
6. Extensive experience managing production schedules and program budgets.
7. 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.
8. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
9. **ABC Policies:** 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.
10. **Diversity and Inclusion:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.
11. A current working with children/police clearance and ongoing renewal/maintenance of this clearance in accordance with relevant legislation



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