POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	INTERVIEW PRODUCER
Position no:	50042556 BACKFILL OCT 2026
Team:	[News]
Department:	Continuous News Audio & Video
Location:	Ultimo
Reports to:	SUPERVISING PRODUCER – INTERVIEWS 50036701
Classification:	Content Maker
Schedule:	[Schedule B]
Roster cycle	[2 Week Rostered]
Band/level:	[Band 4-5]
HR Endorsement:	15/10/2026

Purpose

Suggest story, segment and interview ideas and line up key interviews. Coordinate guests for a range of interviews, including one-on-one interviews, as well as panel discussion with a number of contributors. Contact and source interviews with witnesses to breaking news events when the channel switches to rolling coverage.

Key Accountabilities

- Working under the general direction of the Supervising Producer and Senior Planning Producer, maintain a good contact book and coordinate guest bookings and interview producing for the daily news cycle.
- Assist in coordinating logistics for studio and satellite bookings while working in conjunction with other ABC teams, including – but not limited to – the International and Planning desks.
- Generate, suggest and develop story and segment ideas, not only for television, but also to engage a digital, multi-platform audience, in line with ABC Editorial Policies.
- Liaise with colleagues in other areas across the ABC to plan and produce news content of common interest to the ABC News Channel and other outlets.
- Monitor a wide range of media outlets/sources to develop a thorough understanding of current events and issues.

- Generate stories that are relevant to a broad section of Australians and reflect the cultural, geographic and socio-economic diversity of the country.
- Actively engage with communities to find and tell stories that are relevant for them and in line with the News strategy.
- 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. Relevant tertiary qualifications or demonstrated equivalent skills, knowledge and experience.
2. Sound independent editorial judgement and experience as a broadcast journalist, including an accomplished ability to research and plan interviews as well as book guests and conduct pre-interviews.
3. Accomplished ability to write news copy and generate dynamic ideas for enhancing news coverage through interviews and guests.
4. Strong organisational and communication skills, a good contact book and the ability to work under pressure and to tight deadlines.
5. The ability to work with other Interview Producers to help them meet the daily demands of the role, and the ability to work collaboratively and productively both as part of a team and independently.
6. Experience with desk top editing or demonstrated ability to rapidly acquire the technical skills required for TV News production.
7. A creative approach and interest in the digital news environment.
8. 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.
9. A proven ability to source and maintain contacts across the broader Australian community.
10. A demonstrated and ongoing interest and passion in finding and telling stories that reflect Australia's diversity.
11. **ABC Values:** Demonstrated personal commitment to fostering an inclusive and respectful environment, grounded in integrity and aligned with the ABC Values of aiming high, thinking differently, taking ownership, and delivering together.
12. **ABC Policies:** Understanding of the relevance and scope of ABC Policies and the ABC Values 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 Values.
13. **Diversity and Inclusion:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.