POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	PRODUCER
Position no:	50031837
Team:	[News]
Department:	Continuous News Audio & Video
Location:	Parramatta
Reports to:	CHIEF OF STAFF 50050318
Classification:	Content Maker
Schedule:	[Schedule B]
Roster cycle	[2 Week Rostered]
Band/level:	[Band 3-4]
HR Endorsement:	15/10/2026

Purpose

Under routine direction, gather, prepare, write, edit, produce and/or present material for ABC News Channel bulletins, programs and digital platforms, as required.

Key Accountabilities

- Assist with production of News Channel bulletins, programs and digital platforms by writing and video edting television news stories, RVOs, overlays etc.
- Undertake a range of production tasks as directed by supervising producers across a 24/7 roster.
- Assist with other News Channel duties including social media activity, screen producing, planning, producing and online video processing, as required.
- Under the routine direction of the supervising producer, build and output bulletins when required.
- Assist with training and development of junior staff.
- Develop and maintain a high-level understanding of current events and issues, monitoring a wide range of media outlets/sources; develop and foster a wide network of contacts and sources.
- 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. Proficient editorial experience in a TV and digital news environment.
3. Proficient ability to work accurately and to deadlines in a pressured environment.
4. Willingness to work rotating shifts across a seven day roster.
5. Demonstrated ability to produce and report editorial content which will comply with Editorial Policies and Style Guides.
6. Demonstrated understanding of the technical and logistics challenges of television news production.
7. Sound communication skills and commitment to working in a multi-skilled team environment.
8. Demonstrated understanding of ABC News programming.
9. Proficient Desk Top Editing skills.
10. 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.
11. A proven ability to source and maintain contacts across the broader Australian community.
12. A demonstrated and ongoing interest and passion in finding and telling stories that reflect Australia's diversity.
13. **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.
14. **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.
15. **Diversity and Inclusion:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.