



POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	COMMISSIONING EDITOR, INDIGENOUS
Position no:	30001345
Team:	[Content]
Department:	Indigenous Production
Location:	Ultimo
Reports to:	HEAD INDIGENOUS 50033489
Classification:	Senior Executive
Schedule:	[Executive]
Roster cycle	[Non-Rostered]
Band/level:	[EL 1]
HR Endorsement:	13/11/2023

Purpose

Manage the development and production of commissioned scripted, factual, and social media content for ABC Indigenous; and deliver distinctive original Indigenous content that demonstrate value in quality and originality and fulfil the strategic aims of the ABC.

Key Accountabilities

Content Creation & Editorial Leadership

- Identify and commission high quality programs for multiple ABC and third-party platforms for a broad audience, with an emphasis on popular, original First Nations content.
- Collaborate with and to the Head of Indigenous to evaluate and make recommendations regarding programs that are submitted to ABC Indigenous.
- Ensure distinctive and creative excellence in productions, with an emphasis on First Nations authenticity and integrity.
- Identify and implement opportunities to ensure that ABC Indigenous works with the highest calibre of established and emerging on and off-screen Indigenous and non-Indigenous talent.
- Deliver programs which are in accordance with the ABC's editorial policies, and which engage target audiences.

Leadership & Management

- Encourage creativity, promoting collaboration and engendering trust through positive strategies and by setting a strong personal example.
- 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.

Stakeholder Management

- Establish and maintain effective external relationships with relevant screen funding organisations, production companies, and independent producers, both locally and internationally. Add to the ABC becoming the broadcaster of choice for quality Indigenous programs.
- Foster and maintain key relationships with First Nations stakeholders, community representatives and screen content makers to support the development of Indigenous content making in Australia.
- Foster and maintain key relationships within the ABC across areas including Business Affairs, Audiences & Insights, and Distribution.
- Contribute to the planning, governance and reporting for the Content Division as required.

Editorial Policies

- Provide sound judgement and ensure that the highest editorial and production standards are met in accordance with ABC Editorial Policies.
- Enhance existing productions by working to pan-ABC collaborations and impact opportunities.

Financial and Resource Management

- In collaboration with Head of Indigenous and the Production Executive, manage resources and funds for creation of content, ensuring funds are spent appropriately.
- Scrutinise production plans ensuring programs work within the notional budget and resource allocation.

Key Capabilities/Qualifications/Experience

1. Highly developed leadership and strategic thinking with proven ability to work under pressure and manage the development and production of Indigenous content of the highest quality, and evaluate situations, decisions, and issues to guide actions in the short, medium, and longer term.
2. Highly developed creativity with proven expertise for contemporary production with strong Indigenous themes. Demonstrated success in working with ideas and concepts, influencing the development process and outcomes. Demonstrated ability to develop new program concepts, with an emphasis on innovation in Indigenous program content.
3. Strong editorial skills with the proven ability to develop programs that meet the aims of the intended program from script to delivery, supported with expert editorial judgement on editorial, legal, ethical, cultural, and other policy issues.
4. Significant experience and proven track record at a senior level in the development, commissioning and production of Indigenous programs and contribution at a senior level to programs which have been creative and audience successes. Successfully back new Indigenous talent and innovative ideas. Good working knowledge of local and international trends in productions, strong affiliations, and knowledge of the local Indigenous production community in

the Australian marketplace. Proven experience of working on Indigenous programs outside of the ABC whether with production company, broadcaster, or distributor.

5. High level management and planning skills with a focus on performance through planning, review and assessment and ability to think ahead to establish an effective and appropriate course of action for themselves and others.
6. Highly developed relationship development with the ability to develop collaborative relationships with people at all levels within the organisation and with existing and potential creative partners. Understand the importance of partnerships to ABC's success. Established relationships with the independent Indigenous and non-Indigenous production community, locally and internationally. A key point of contact for external creatives and maintaining on-going external relationships.
7. Demonstrated knowledge of the aims of the ABC, the ABC Act and Charter. Commitment to the commissioning of ABC Indigenous programs in accordance with the ABC's editorial policies.
8. Highly developed and demonstrated knowledge and understanding of Aboriginal and Torres Strait Islander cultures, and a strong understanding of the issues affecting First Nations people. Highly developed ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander people.
9. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
10. **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.
11. **Diversity and Inclusion:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.
12. **Special requirement:** A current working with children/police clearance and ongoing renewal/maintenance of this clearance in accordance with relevant legislation.

