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| **Division:** | *Audiences* | Position Title: |  *Promotions Producer, triple j & Double J* |
| **Department:**  | **ABC Made** | **Classification:** | **Content Maker (Schedule A) Band 5**  |
| **Location:** | **Ultimo** | **Position No:** | **P426393** |
| **Reporting to:** | **Radio Creative Services Manager, ABC Made, P393363** | **Approval:**  |  |  |
| **Purpose:** | Australia’s national youth network is looking for a creative Promotions Producer to write and produce on-air promos and campaigns to promote triple j’s programs, events and campaigns. This is a busy and challenging role in a dynamic environment and requires a producer with technical flair, outstanding communication skills, ability to write great copy and a creative thinker. You also need to be immersed in music and popular culture.  |
| **Key Accountabilities:** * Write and produce on-air campaigns to promote triple j and Double J’s programs, events, and activities.
* Schedule distribution and placement of promotional campaigns.
* Contribute to the production of triple j’s station imaging through ID’s stings and themes, ensuring brand consistency.
* Work collaboratively with the Radio Promotions team, the wider ABC Made team, and with triple j’s Program Director and Marketing Manager to optimise opportunities to promote triple j and Double J both on triple j and Double J and other ABC networks.
* Actively model and promote the ABC Values and apply all relevant policies and guidelines including Editorial Policies, Equity & Diversity and Work Health & Safety
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| **Selection Criteria:** * Ability to produce innovative, fresh, and creative writing appropriate to target audiences.
* Ability to produce high quality promotional material to promote various Radio activities and multiple stations.
* Demonstrated ability to relate creatively to the triple j and Double J target audiences. And to produce promos that reflect triple j and Double J’s brand values.
* Display technical proficiency in audio editing using Pro Tools, or equivalent editing software - making the most efficient and effective use of time and resources.
* Knowledge of radio broadcast operations and computer systems, as well as an interest in new and emerging technologies.
* Understanding and application of scheduling to maximise promotional opportunities across programs.
* Experience sourcing and directing voice talent.
* Ability to work as part of a team as well as individually, to deliver promos on time in a busy work environment.
* Demonstrated understanding of the spirit and intent of the ABC’s Editorial Policies and workplace values and other policies and guidelines relevant to your employment - including Equity and Diversity and Work Health & Safety.

Applicants MUST: * 1. Address all selection criteria in a covering letter.
	2. Submit a showreel of recent work with the application.
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