



POSITION DESCRIPTION

Position Title	Executive Producer	Position No	S30005057
Team	Radio	Band	9
Department	Audio Current Affairs	Classification	Content Maker
Location	Ultimo, Sydney	Schedule	B
Reporting to	Managing Editor, Audio Current Affairs	Roster Group	2 weeks
		Endorsement	(to be completed by HR)

Purpose

The ABC's flagship audio investigative program *Background Briefing* is seeking an Executive Producer to lead and manage the team to produce compelling audio and digital stories to the highest editorial standards.

Key Accountabilities

- Manage RN's flagship audio investigative program *Background Briefing* to produce agenda-setting documentaries of public interest and importance.
- Provide editorial leadership to a small team of journalists to seek out high-impact stories and conduct rigorous and thorough investigations, using a variety of investigative approaches including data journalism.
- Provide leadership to the team to produce stories with compelling narrative, creative high-production sound and innovative approaches to harness the potential of long-form audio story-telling.
- Proactively seek out and develop digital and other opportunities for *Background Briefing*, exploring new ways of producing and presenting content to promote and build a national audience.
- Develop and foster collaborations with other ABC teams and manage key relationships on behalf of the program.
- Provide direction and constructive feedback to individual team members to maximise output and performance, monitoring and reviewing staff output and performance, and consistently developing team skills.
- Manage program resources effectively to ensure a smooth and efficient production workflow and to stay on budget. Oversee all logistic, budgetary and contractual aspects of the program.
- Actively model and promote the ABC Values and apply all relevant policies and guidelines including Editorial Policies, Equity & Diversity and OH&S. All ABC staff are required to cooperate with any reasonable instruction, procedure or policy relating to safety, and take reasonable care for their own safety and that of other persons who may be affected by their conduct while at work. Additional WHS responsibilities apply to Managers and Supervisors, Divisional Directors, and Other Officers.

Key Capabilities/Qualifications/Experience

1. High-level leadership skills with a demonstrated track record in managing a successful and highly professional investigative journalism program. An ability to work calmly under pressure and to tight deadlines and to make immediate and sound decisions as required.
2. Demonstrated track record in commissioning and producing high-impact original investigative stories, using a variety of investigative approaches including data journalism.
3. A highly creative and original approach to program making with a proven track record producing documentaries that harness the potential of long-form audio with compelling narrative, high-production sound and innovative story-telling.





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4. Demonstrated ability to develop complementary digital story-telling to promote content across multiple platforms and reach new audiences.
5. Demonstrated ability to work collaboratively with other ABC teams.
6. Demonstrated capacity to manage staff, to monitor and review staff output and performance, provide direction and constructive feedback to team members, to develop team skills to consistently achieve high levels of performance, to mentor junior staff and to foster good team morale.
7. Demonstrated experience in the effective management of budgets and resources, including managing workflows efficiently.
8. An understanding of and commitment to the ABC's aims, values and policies, including a strong working knowledge of ABC editorial policies and a firm grasp of the legal issues associated with investigative reporting.
9. An understanding of and commitment to the ABC's [aims, values and workplace policies](#).

