

## ABC POSITION DESCRIPTION

<b>Division:</b>	GIG Projects - Transformation	<b>Position Title:</b>	Sub-Editor
<b>Department:</b>	GIG Projects – ABC Life	<b>Classification:</b>	Content Maker, Band 5-6 Schedule A (non-rostered)
<b>Location:</b>	Negotiable	<b>Position No:</b>	TBC
<b>Reporting to:</b>	TBC	<b>Approval:</b>	TBC
<b>Purpose:</b> Providing editorial support for content commissioning and production for the ABC Life project, ensuring consistency, best practice and quality assurance to reach and engage new audiences on digital platforms.			
<b>Key Accountabilities:</b> <ul style="list-style-type: none"> <li>Supporting the editorial and production team to develop, test and implement engaging digital storytelling and interactive content for the ABC Life project.</li> <li>Using the ABC's content production systems to source, craft and publish content for digital platforms.</li> <li>Writing headlines and captions; editing and fact checking digital content (text, images, audio and video) for audience impact and consistency with house style.</li> <li>Reporting faults and audience feedback to help maintain and improve the best experience for audiences.</li> <li>Actively shape production decisions that put the audience first and result in engaging stories on digital platforms.</li> <li>Maintain an awareness of best practice in the industry for areas such as solutions-driven journalism, UGC, visual and interactive storytelling, accessibility across multiple platforms and SEO.</li> <li>Cultivate a supportive working environment that encourages creative, entertaining and service-oriented storytelling.</li> <li>Work effectively and collaboratively in a team, suggesting ideas and assisting to develop the output needs of others.</li> <li>Actively promote the ABC values and apply all relevant workplace policies and guidelines. 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.</li> </ul>			
<b>Key Capabilities/Qualifications/Experience:</b> <ol style="list-style-type: none"> <li>Demonstrated experience in writing, editing and fact checking high quality digital journalism.</li> <li>Demonstrated experience in online content production systems and tools.</li> <li>Demonstrated experience evaluating multiplatform content, including text, video and photographic content for online audiences.</li> <li>Strong editorial skills with demonstrated experience in applying sound editorial judgement for content published online and providing feedback to content creators.</li> <li>Excellent communication and teamwork skills, embracing new work, new ideas and sharing of knowledge and skills.</li> <li>Proven ability to work both collaboratively and independently, establishing productive working relationships with colleagues.</li> <li>Excellent organisational and time management skills.</li> </ol>			

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8. Demonstrated knowledge and understanding of developments in digital news media, social media and audience trends. Strong understanding of the ABC's purpose and place in the media environment.
9. An understanding of and commitment to the ABC's [aims, values and workplace policies](#).