



POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	PRODUCER
Position no:	50032572
Team:	[Content]
Department:	Children Originals
Location:	Ultimo
Reports to:	SERIES PRODUCER 50010639
Classification:	Content Maker
Schedule:	[Schedule A]
Roster cycle	[2 Week Rostered]
Band/level:	[Band 6]
HR Endorsement:	3/10/2024

Purpose

Create, write, and direct sophisticated and original content for our target audience within the ABC Children's department.

Key Accountabilities

- Under limited direction, create, write, direct, and produce entertaining and educational content for Play School and the wider brand offering across ABC Children's linear TV, radio, ABC Kids iView and ABC digital platforms.
- Generate original story ideas, identify, and suggest relevant content ideas for our pre-school audience.
- Research and generate original story ideas, outlines and scripts. Identify and suggest relevant content ideas for our target pre-school audience.
- Produce and write scripted and factual studio and field content for target preschool audience.
- Plan and manage the use of program resources, including assigned staff to achieve delivery deadlines and within budget.
- Liaise and manage relationships, represent ABC to a range of internal and external production partners.

- Ensure all aspects of Rights Management are acted upon. e.g., RFT's, release forms, permits, music cue sheets.
- Contribute to risk Assessments for field and studio shoots.
- Develop digital content within a multi-platform environment, and create digital first content, along with social media and style guide assets
- 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 qualification, or demonstrated skills, knowledge and experience.
2. Highly advanced ability to write, direct and produce stories and segments of a high production standard. Have strong narrative skills and sound editorial judgement.
3. Advanced ability in preparing graphics, design and music briefs and feedback process with knowledge of Premiere Pro and Adobe.
4. Advanced experience and knowledge of all areas of the production process, including studio and field production.
5. Ability to direct and work with pre-school children on field shoots and in studio.
6. Experience in creating pre-school content essential including editing and self-shooting skills.
7. Excellent communication and organisation skills, with the ability to implement timelines and schedules.
8. An understanding of rights management and appropriate paperwork obtained.
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. 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.

Special Requirements:

- A current working with children/police clearance and ongoing renewal/maintenance of this clearance in accordance with relevant legislation.

