



POSITION DESCRIPTION

Position Title	Researcher, Indigenous	Position No.	NEW
Team	People & Culture	Classification	Administrative/Professional
Department	Indigenous, Diversity & Inclusion	Schedule Roster Cycle	Schedule A Non-Rostered
Location	Ultimo	Band / Level	Band 5-6
Reports to	Head Indigenous, Diversity & Inclusion 50042371	HR Endorsement	10/02/2020

Purpose

To coordinate and facilitate the ongoing research, collection and communication of information about Aboriginal and Torres Strait Islander talent and facilitate opportunities for Indigenous talent internal and external at the ABC.

Key Accountabilities

Maintain information for content makers across the organisation about Indigenous:

- Guests, specialists and content area experts (external and internal to the ABC)
- On-air talent (presenters)
- On-camera talent (actors)
- Spokes people

Research and identify on air and off air Aboriginal and Torres Strait Islander talent via:

- Establishing and maintaining relationships with Indigenous organisations,
- sourcing Indigenous talent for ABC's various talent databases.
- Identifying opportunities for internal Indigenous staff at the ABC

Develop and maintain the ABC's collection of information about Indigenous talent working in production areas

Operate as a central source of research for content makers to find new on-air talent and guests

Assist to identify pathways and opportunities for Indigenous talent across the organisation

Maintain information about high-profile Indigenous artists, leaders and their relevant contacts

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. Experience in media, content making, PR, arts or cultural industry with editorial skills and judgement and a passion for increasing Indigenous representation in the media
2. Proven ability to establish and maintain relationships and partnerships with multiple Indigenous and diverse stakeholders
3. Significant and demonstrable knowledge, understanding and appreciation of Indigenous Australian culture, customs and society.
4. Demonstrated connections and contacts with Aboriginal and/or Torres Strait Islander people, communities and organisations particularly across the media, arts and entertainment industry
5. High-level interpersonal and motivational skills and ability to work under pressure, to tight deadlines and manage data bases.





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6. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
7. **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.
8. 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.