



POSITION DESCRIPTION

Position Title	Executive Producer	Position No.	50030853
Team	Entertainment & Specialist	Classification	Senior Executive
Department	Children's Content	Schedule Roster Cycle	Executive Non-Rostered
Location	Ultimo	Band / Level	EL 1
Reports to	Head, Children's Production 50025307	HR Endorsement	27/06/2019

Purpose

To editorially manage, build and create a multi-genre slate of Children's programs and associated digital content for distribution on ABC linear, Streaming, ABC's digital and third-party platforms.

Key Accountabilities

1. Creative and Editorial Leadership

- Provide creative and editorial leadership for ABC Children's Content that delivers to the ABC Children's strategy as set by the Head of Children's in line with the ABC's Corporate Strategy and Charter.
- Editorially lead a multi-genre slate of Children's commissioned shows that delivers to the ABC Kids and ABC ME strategies. Originate and lead the creative development and production of relevant and thought provoking, high quality programs across the internal primary school department.
- This role will oversee several series and one-off projects simultaneously working with internal production teams and producers from the independent sector locally and internationally.
- Explore and develop innovative creative approaches to the production of high-quality Children's in all genre's including drama, comedy, animation, factual entertainment, documentary and live events, delivering a world class content offering and fostering a culture of creativity.
- Develop and lead teams to produce innovative content within a multi-platform environment. This includes but is not limited to ABC linear and streaming TV, bespoke digital content, audio content and podcasts and digital livestreams.
- Provide sound editorial judgement ensuring that the highest editorial and production standards are met in accordance with ABC Editorial Policies and in line with Entertainment and Specialist divisional strategy.
- Evaluate and make recommendations regarding children's program proposals submitted to the ABC by independent producers
- Manage the financing structure and logistical aspects of productions to ensure programs are delivered as commissioned
- Oversee the development process of projects to meet department and scheduling requirements
- Actively model and promote the ABC values and apply all relevant workplace policies and guidelines, including Editorial Policies, Equity & Diversity and OH&S, with particular attention to ABC Working with Children Policies and Editorial Policies specific to Children's content.

2. Leadership and Management of People





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- Lead and manage internal production teams to ensure high performance, effective development of team members and retention of key on-air talent and production staff.
- Monitor and review staff performance, set goals for staff in line with business plans.
- 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.

3. Resource and Contract Management

- Effectively manage finance plans, logistics, resources, budgets and contractual aspects of producers and programs as required with the Production Executive.
- Contribute to and implement as required effective business planning for ABC Children's TV, ensuring key business outcomes and objectives are met.

4. Stakeholder Management

- Establish and maintain effective external stakeholder relationships with relevant television and film funding organizations, production companies and independent producers, both locally and internationally.
- Develop relationships with film and television agencies, producers and distributors and maximize opportunities in co-production and financing.
- Foster and maintain key working relationships within the Entertainment & Specialist division and across the ABC including Technology-Group Product, ABC Business Affairs, ABC Resources, Distribution, Audience Research and ABC Commercial.

Key Capabilities/Qualifications/Experience

1. High-level leadership, negotiation and communication skills.
2. Experience and proven track record at creating and developing new Children's program concepts, with an emphasis on innovation and variety in program content and production methodology.
3. Demonstrated strong editorial skills and the ability to editorially guide Children's programs for pre-school and primary school to be produced by the ABC and independent producers.
4. Experience and proven track record at a senior level in the financing, planning, development and production of Children's programs including the management of budgets and resources. Demonstrated strong personal drive and commitment in a changing media environment.
5. Proven ability to identify, develop and supervise the production of children's programs in line with broadcaster objectives and the strategic aims of the intended channel.
6. Effective leadership and communication skills; ability to guide and influence others.
7. Demonstrated ability to manage a comprehensive slate of projects simultaneously.
8. Thorough all-round knowledge of the Television and Digital program making disciplines.



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9. Extensive experience in developing networks and relationships at a senior level within the media industry.
10. Expertise and passion for children's programs and background in childhood development
11. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
12. **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.
13. **Diversity and Inclusion:** Experience in building an inclusive and supportive culture where diversity is valued.
14. Demonstrated knowledge and understanding of Aboriginal and/or Torres Strait Islander cultures and an understanding of the issues affecting Aboriginal and/or Torres Strait Islander people. And, ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people.
15. A current working with children/police clearance and ongoing renewal/maintenance of this clearance in accordance with relevant legislation.