



POSITION DESCRIPTION

Position Title	PRODUCER	Position No.	50050321
Team	[News, Analysis, Investigations]	Classification	[Content Maker]
Department	News Channel	Schedule Roster Cycle	[Schedule B] [2 Week Rostered]
Location	Ultimo	Band / Level	[Band 3-4]
Reports to	Editor, News Channel 30006102	HR Endorsement	10/07/2019
Purpose			

Under routine or general direction, gather, prepare, write, edit and produce material for ABC News Channel bulletins, programs and digital platforms as required.

Key Accountabilities

- Assist with production of News Channel bulletins, programs and digital platforms by writing and video editing television/digital/on demand news stories, RVOs, overlays etc.
- Undertake a range of production tasks as directed by Supervising and Senior Producers across a 24 hour/ 7 day roster.
- As required assist with other duties associated with News Channel on all platforms including, on demand, digital, interview producing and programs.
- Work under the direction of the Supervising Producer and other senior News Channel staff.
- Under the direction of senior News Channel staff assist with training and development of new staff.
- Develop and maintain a high-level understanding of current events and issues, monitoring a wide range of media outlets/sources; develop and foster a wide network of contacts and sources.
- 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. Proficient editorial experience in a TV and digital news environment.
2. Proficient ability to work accurately and to deadlines in a pressured environment.
3. Willing to work rotating shifts across a 24 hour/ seven day roster.
4. Demonstrated ability to produce editorial content which will comply with the ABC's Editorial Policies and Style Guides for tv, digital and on demand platforms.
5. Demonstrated understanding of the technical and logistics challenges of television, on demand and digital news production.
6. Advanced communication and a commitment to working in a multi skilled team environment.
7. Advanced writing and Desk Top Editing skills.
8. Demonstrated understanding of ABC News programming.
9. 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 an ability to communicate sensitively and effectively with Aboriginal and/ or Torres Strait Islander people.





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10. 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.
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:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.