

## BBC NEWS - JOB SPECIFICATION

**Job Title:** Broadcast Journalist (Radio)  
**Base:** Cairo  
**Country / region:** Egypt  
**Contract :** Fixed Term contract one year Subject to renewal  
**Reports to:** BBC Arabic Radio Editor, Radio News and Programmes Editors and designated manager

### context:

BBC Arabic is a multi-platform service, providing news and information to audiences across the Arab world and beyond on TV, Radio, Online and Digital platforms, 24 hours per day, seven days per week. It requires a number of Broadcast Journalists to work across a range of output from Cairo.

Working under the direct supervision of the Cairo Editor and Senior Broadcast, BJs produce accurate, informed and interesting news and programming to the highest possible standards. The role demands energy, creativity and flexibility, as well as a genuine passion for explaining the world to our audiences.

In addition, BJs will increasingly be expected to work closely with the rest of the BBC, building relationships that will be mutually beneficial and which enable BBC Arabic to take a leading role in the overall BBC coverage of the Arab world.

Based in Cairo, you will join an expanding teams producing daily multiplatform output and News and Current Affairs programmes as well as Women and Youth programmes.

### Main duties

To find contributors and interviewees as well as other sources of material and/or actuality, as appropriate and to the required specification.

To be responsible for a moving story, amending and updating material as required in order to build compelling and engaging news sequences. To think through and around editorial problems, developing realistic alternative strategies and approaches.

To offer ideas for stories and items, programmes and series, attending pre-programme and planning meetings as required. To suggest new angles and formats on existing stories in order to bring them to life for the audience.

To liaise closely with other team members and with contributors, reporters and stringers and when commissioning material to give effective guidance and feedback.

To undertake pre and post production and studio work, live and pre-recorded. After appropriate training, use a range of video, audio & digital equipment and information technology

To research, write, assemble, edit and deliver programmes in the appropriate medium, to the highest professional standards.

To perform on air with or without a script, conduct interviews and chair discussions, live or pre-recorded.

To voice and edit packages.

To use online production systems to produce content for BBCArabic.com

To be familiar with different technical systems, including news production systems, demonstrate a willingness to learn to operate new technology systems and to be able to adapt to different working methods.

To be prepared to take on any role required by the Editor or SBJ in response to the needs of the newsroom.

To deliver an excellent user experience through BBC Arabic social media and digital platforms and to maximise live opportunities

To liaise with BBC Arabic Digital platforms and maximise audience engagement.

To deputise for SBJs in their absence as required

### **Skills, knowledge and experience required:**

A full command and up-to-date knowledge of spoken and written modern standard Arabic, as first or equivalent language.

Significant recent experience as a journalist, ideally in Newsroom environment, with a good knowledge of production techniques.

A good knowledge of English, including complete comprehension of written and spoken English and the ability to communicate effectively.

Experience of radio broadcasting is an advantage.

Good online writing skills in Arabic and the ability to reversion multi-platform material into appropriate formats

An understanding of audience engagement with social media and a strong interest in making the most of a digital approach to sports coverage.

Good planning, editorial and communication skills and the ability to establish effective working relationships with colleagues from around the BBC

Ability to write, adapt and translate with accuracy, clarity and style appropriate to differing audiences and forms of media.

Comprehensive knowledge of regional and international news.

An excellent understanding of BBC Arabic output and audiences.

Awareness of the growing importance of social media and the benefits and challenges it brings.

Strong team working and highly developed communication skills.

A good broadcasting voice and the ability to acquire the appropriate presentation style is desirable.

A strong understanding of social media and its relevance to both finding and then sharing stories will be a significant advantage.

A strong understanding of digital journalism for radio and how to adapt radio content to digital platforms

### **Competencies**

**Editorial Judgement** - demonstrates balanced and objective judgement based on a thorough understanding of BBC editorial guidelines, target audience, programme and department objectives. Makes the right editorial decisions, taking account of conflicting views where necessary.

**Creative Thinking** - able to transform creative ideas into practical reality. Can look at existing situations and problems in novel ways and come up with creative solutions.

**Communication** - able to get one's message understood clearly by adopting a range of styles, tools and techniques appropriate to the audience and the nature of the information.

**Influencing and persuading** - able to present sound and well-reasoned arguments to convince others. Can draw from a range of strategies to persuade people in a way that results in agreement or behaviour change.

**Managing relationships and team working** - able to build and maintain effective working relationships with a range of people. Works co-operatively with others to be part of a team, as opposed to working separately or competitively.

**Resilience** - manages personal effectiveness by managing emotions in the face of pressure, set-backs or when dealing with provocative situations. Demonstrates an approach to work that is characterised by commitment, motivation and energy.

**Flexibility** - adapts and works effectively with a variety of situations, individuals or groups. Able to understand and appreciate different and opposing perspectives on an issue, to adapt an approach as the requirements of a situation change, and to change or easily accept changes in one's own organisation or job requirements.