

BBC WORLD SERVICE
JOB DESCRIPTION

Job Title: Reporter, BBC Africa

Location: Abidjan

Grade: Local terms and conditions

Reports to: Regional Deployments Editor, Francophone Africa

Contract: Continuing

The BBC is an international multimedia broadcaster on radio, TV, online and social networks with a weekly global audience of 320 million. As part of a historic multi-million pound expansion of BBC Africa, the BBC World Service is introducing a wide range of new and exciting language and regional content to serve African and global audiences.

We are looking for a reporter with excellent spoken and written English and French to join the Africa Service and work across all platforms. You need to demonstrate that you are an experienced Journalist with creative ideas for TV, digital and radio and have a desire to report news in a fair and unbiased way.

A career at the BBC offers you an opportunity to tell stories that can change lives. The aim of BBC Africa is to showcase the diverse ideas and aspirations from across the continent.

The Job

The Reporter will play a crucial role providing timely, expert and authoritative coverage of news and current affairs events in Ivory Coast and the surrounding regions, but they will be advising teams on stories in the patch for wider BBC consumption. The Reporter will be required to report for multi-platform outlets, including television, online and social media and radio.

- **The successful candidate must have:**
- **Outstanding level spoken and written English.**
- **Excellent skills in both written and spoken French.**
- **A good feel for strong and distinctive stories.**

Responsibilities

- To originate, select stories and provide expert news coverage and analysis for broadcast, fully observing BBC Editorial Guidelines.
- To pitch original stories with both TV and digital treatments, making sure that they work for online, social and TV platforms.
- To act within the framework of overall BBC coverage, especially by Reporters and Producers in the region working for BBC Newsgathering; to maintain co-operative relations and ensure coverage forms part of a coherent overall offer.

- To provide a variety of content in English, and where possible in French, often with tight deadlines.
- To follow safety requirements and instructions, especially in relation to emergencies; and to report any accidents, dangerous situations or defects in safety arrangements.
- To follow the BBC guide on business expenditure, including timely and accurate filing of expenses claims.

MAIN DUTIES

- To broadcast in English on news topics and events (political, economic, social, cultural, scientific, sport, etc.) in a manner which is timely, authoritative, lively, interesting and readily understandable by a non-specialist audience.
- To deliver stories which are innovative and engaging for digital platforms.
- To be able to use social platforms to inform newsgathering decisions.
- Have a good sense of spotting stories and subjects that would trend or go viral digitally.
- To alert Editors to breaking news and be ready to file accurate, immediate on-the-spot reports.
- To be prepared to check and advise against coverage when news agencies or other organisations' reports are unreliable.
- To help provide contact numbers, interviewees, set up discussion programmes, and provide other programme material to the BBC.
- To maintain regular and clear communication with the African Service and BBC Newsgathering teams so that colleagues are briefed on the Reporter's movements and contact numbers at all times, through the assignment.
- To travel within the target region and beyond on reporting trips, assignments and for training.

To provide regular advice on news developments, briefings on government policy, guidance on agency or newspaper stories and provide input into BBC Africa's broadcasting strategy. To supply original items for the BBC Africa, coming up with a stream of realistic and costed coverage ideas, working collaboratively with any other members of the team. Contributing constructively to feedback, programme reviews and editorial discussions to improve programme quality.

SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED

Essential

- Outstanding language skills of written and spoken English and French
- Recent and relevant experience as a TV Reporter and/or Journalist, both in originating material and editing the work of others. A thorough knowledge of national affairs together with an understanding of international affairs.
- Excellent independent and balanced editorial judgement. A thorough familiarity with the region, an in depth knowledge of the audience requirements and a good understanding of youth issues and the media interests of various age groups. A good understanding of digital platforms and the types of content which do well on them. Knowledge of and aptitude for information technology skills. A demonstrable interest and proven track record in social media. Ability to present programmes appropriate to the needs of BBC Africa.
- Authoritative microphone voice and ability to communicate effectively to listeners and viewers. Proven skills in filing despatches and ability to produce two-ways and make television and radio packages. Ability to convey story and programme ideas and to contribute fully to the planning process. Ability to learn new skills (technically and editorially) and accept constructive feedback. Ability to remain calm while working to deadlines, apply sensible work priorities and pace throughout assignments.

COMPETENCIES

The following competencies (behaviours and characteristics) have been identified as key to success in the job. Successful candidates are expected to demonstrate these 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. Ability to explain domestic and regional stories to a pan Africa and international audience.

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.

Planning and organisation - able to think ahead in order to establish an efficient and appropriate course of action for self and others. Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources.

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. 4

Resilience - manages personal effectiveness by managing emotions in the face of pressure, setbacks 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.

(A job description is a written statement of the essential characteristics of the job, with its principal accountabilities, incorporating a note of the skills, knowledge and experience required for a satisfactory level of performance. This is not intended to be complete, detailed account of all aspects of the duties involved.)