

<b>Job title</b>	<b>Senior News Editor</b>		
<b>Job family</b>	<b>Journalism</b>	<b>Band</b>	<b>F</b>

**Job purpose**

**Responsible for managing a large service, region, programme or platform, or a large team of journalists.**

**Key responsibilities and accountabilities**

- Lead strategic news planning for the production of all content production and maximise the impact of stories across all platforms to build audiences and increase audience approval
- Set and deliver a clear editorial vision for all output and content and communicates this vision to the teams
- Maximise the benefits of technology for our audiences
- Promotes and rewards collaboration, and challenges attitudes or processes that block it. Sets an example by sharing resources, knowledge, ideas and skills across the organisation, builds helpful, productive relationships within the BBC and outside
- Responsible for the day-to-day running of multi-discipline teams and developing new ways of working, collaborating with other BBC departments on projects to make the best use of resources and deliver the greatest editorial impact
- Coaches others to build on strengths and improve on weakness, gives and listens to regular, honest feedback, helps develop the BBC's new leaders, recruits and develops talent from a diverse range of backgrounds
- Responsibility for the programme rota, and oversight of budgets, appraisal, training and staff support. Working with the Editor/Regional Editor, they will run the management team of Assistant Editors, ensuring that management tasks are shared out, and programme priorities managed effectively
- To assist in developing the strategy and agenda for the teams, to communicate that strategy and to assist in leading and co-ordinating the team to that end.
- Foster an environment of productive employee relations and responding to and anticipating challenges from staff, unions and audiences
- Ensure health and safety policy guidelines are implemented and adhered to, and that appropriate safety training is provided Ensure that the team and its output, work within BBC guidelines on Health and Safety, Diversity and Equal Opportunities and new ways of working

**Knowledge, skills, training and experience**

**Essential**

- Substantial experience of journalism and production, as well as, proven editorial judgement and substantial experience of managing editorial and operational staff and facilities in a daily news environment
- Demonstrates balanced and objective judgement based on a thorough understanding

of BBC editorial guidelines, target audience, programme and departmental objectives. Makes the right editorial decisions with guidance

- Demonstrates excellence in the use of broadcast and computer based technology and stays up-to-date with developments in this field.
- Ability to foster creativity and experimentation, takes and promotes considered risks, shows openness to new ways of doing things
- Ability to think strategically and describe the vision in a way which inspires others towards that goal - Able to convert long term aims into short and medium term goals
- Demonstrates a commitment to improving diversity in the BBC and understands how individual differences can benefit the BBC
- Able to prioritise and plan activities taking into account all the relevant issues and factors such as deadlines, staffing, budgets and resource requirements
- Excellence in communicating to differing audiences and across all forms of multimedia output
- Maintains personal effectiveness by managing own 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
- Awareness of News Strategy and its implications for the key agenda areas of BBC News: diversity; reaching new audiences; multi-skilling; health and safety and the ability to put these policies into practice

**Job impact**

**Decision making**

Significant level of responsibility. Exercises autonomy but seeks guidance where necessary. Typically responsible for a large team size over 40. Typically responsible for directly managing Assistant Editors and Senior Journalists.

**Scope**

This role is accountable for a sizeable programme and/or large regional or language service. Accountable for one or more of the following:

- A significant portfolio of programming
- A programme/service which carries a high level of reputational risk
- A programme/service which operates within a hostile environment.
- Or they are permanently the most senior person at the location (island site) or for output on the day/night.

**Other information**

**For Reward team use only**

Job Code

Definition:

Content

*This 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*

## **JOB DESCRIPTION**



*satisfactory level of performance. This is not intended to be a complete, detailed account of all aspects of the duties involved.*

**Appendix**

There may be sub-sets of the generic job described above which require additional technical skills. This appendix to the generic job description can be developed to cover such situations.

<b>Division</b>	<b>Nations</b>
<b>Reports to (title)</b>	<b>Head of TV and Online BBC England</b>
<b>Location base</b>	<b>Newcastle</b>

<b>Organisation structure</b>	

<b>Additional job specific responsibilities and accountabilities</b>
<p>Delivering the England strategy for TV and Online</p> <p>Deliver audience focused journalism</p> <p>Continue the transformation of BBC England</p> <p>Support, promote and develop increased diversity within the workforce and the journalism</p>

<b>Approval</b>	
<b>Manager</b>	Declan Wilson
<b>HR Business Partner</b>	Marline Freckleton
<b>Date</b>	<b>6/8/21</b>