

Job title	Journalist		
Job family	Journalism	Band	C

Job purpose

Originate and produce, as part of a team, a wide variety of news and current affairs content for relevant output.

Key responsibilities and accountabilities

- Use a range of video, audio and digital equipment and information technology to research, write, assemble, edit and deliver outputs in the appropriate medium, to the highest professional standards.
- May be required to present the content on radio, TV or online. This might be live or recorded.
- May include the production and presentation of programmes. This might be live or recorded.
- Exercise editorial judgment in developing story ideas and producing accurate and impartial journalism.
- To undertake pre- and post-production and studio work, live and pre-recorded. Use a range of video, audio and digital equipment and information technology to research, write, assemble, edit and deliver programmes in the appropriate medium, to the highest professional standards.
- To liaise closely with other team members and with other departments in the BBC, to ensure that output material is shared, duplication is avoided, and best practice is upheld.
- Take a lead within a team setting or on delivering a specific piece of journalism or project as appropriate.
- To tailor different news treatments for different audiences ensuring that the output reflects the audiences we serve.
- To prioritise and plan activities taking into account all the relevant issues and factors such as deadlines, staffing and resources available.
- To produce engaging packages through a range of production skills.
- Delivering to tight deadlines while maintaining the highest editorial standards.
- At all times to carry out duties in accordance with the BBC health and safety policy.

Knowledge, skills, training and experience

Essential

- Significant recent experience as a journalist, with a good knowledge of production techniques.
- Demonstrates sound editorial and policy decisions based upon a clear understanding of the BBC’s distinctive news agenda, the requirements of news and current affairs coverage and the audience.
- Ability to use technology as required, in order to gather material for broadcast.
- Understands how a team works effectively.
- Able to build and maintain effective working relationships with a range of people.
- Demonstrates a commitment to improving diversity in the BBC and understands how individual differences can benefit the BBC.
- Effective planning and organising skills, ability to concentrate on several areas of work at one time, delivering consistently to deadlines and reacting positively to changes and conflicting priorities.
- Ability to write creatively in an engaging manner, adapt, produce and translate with accuracy,

clarity and style appropriate to differing audiences and forms of media suitable for multimedia output.

- The flexibility and adaptability to sustain performance, particularly under pressure to meet deadlines and changing priorities and circumstances.
- An understanding of health and safety procedures and how they apply to broadcasting.

Job impact
<p>Decision making High level of responsibility and decision making; able to operate alone. No managerial responsibility. May be informally supported by junior staff i.e. Researchers, Coordinators and Assistants.</p> <p>Scope Covers a wide range of journalism activity, producing news content and supporting the production and presentation of programming.</p>

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

Appendix

Additional job specific responsibilities and accountabilities:

The Multimedia Broadcast Journalist will play a critical role in programme production and coverage of News Review, Analysis, Media Literacy and News Fact Checking content from across the continent.

The journalist will be fluent in English, written and spoken, and able to communicate at a high level and go on air.

In this role, the multimedia broadcast journalist will research, gather, script and edit stories for TV, Radio and digital platforms. They will also compile and output innovative programmes and content, offering new perspectives and deeper exploration to stories, interviews, profiles and digital content. Ability to use data to source stories and enhance story telling is a key skill for this role.

Creativity is a key strength for this role. The programs are dependent on original and creative multimedia content that satisfy our audience's information gaps.

We are looking for someone who can work unsupervised and can communicate efficiently. A strong team player is essential for the role.