

<b>Job title</b>	<b>Senior Journalist</b>		
<b>Job family</b>	<b>Journalism</b>	<b>Location</b>	<b>Nairobi</b>

**Job purpose**

Responsible for an area of output, including editorial control, reporting, selection and compilation of material, production, leading teams and planning and implementing effective use of resources.

**Key responsibilities and accountabilities**

- Responsible for originating and producing stories which may include scripting, editing, outputting, filming and presenting content across a range of BBC output.
- Commission and select relevant materials ensuring they meet expectations of our audiences and adhere to the BBC's editorial
- May be required to undertake On-Air reporting, may be required to film and edit material for broadcast where appropriate.
- May include the production and presentation of programmes. This might be live or recorded.
- May be required to present the content on radio, TV or on line. This might be live or recorded.
- As required, to allocate work to a team and check progress; ensure the professional contribution of staff and the quality of output.
- Seek ways to increase diversity in our workforce and to ensure that our output reflects the audiences we serve.
- Deliver journalism of the highest standard and within the required timeframe using available resources.
- To act as a facilitator of change, clearly communicating and sharing best practices are shared between teams.
- 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**

- A thorough understanding of production methods used in BBC news and the ability to adapt to new media.
- A high standard of editorial judgment, writing ability and production skills based on substantial broadcast journalism experience.
- Exploits opportunities offered by existing and emerging technologies to their fullest extent.
- Ability to work effectively as a member of more than one team. Resolving conflicts as necessary.
- Ability to manage resources, staff, technical facilities and budgets, in order to make challenging broadcasting in the most cost effective manner.
- Demonstrates a commitment to improving diversity in the BBC and understands

- how individual differences can benefit the BBC.
- Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources.
  - 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 & Safety procedures and how it applies to broadcasting.

**Job impact**

***Decision making***

Significant level of responsibility. Exercises autonomy but seeks guidance where necessary.

***Scope***

A senior journalist covering a wide range of journalism activity, with significant experience and responsibility for programme/content creation.

**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**

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>BBC Tigrinya Service</b>
<b>Reports to (title)</b>	<b>BBC Tigrinya Editor</b>
<b>Location base</b>	<b>Nairobi</b>

<b>Organisation structure</b>	
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**Additional job specific responsibilities and accountabilities**

- Candidate must demonstrate fluency in written and spoken Tigrinya, including the ability to write and oversee scripts and adapt with accuracy, clarity and style appropriate to differing audiences and forms of media.
- The Senior Broadcasting Journalist has a deep understanding of social media environment, its challenges in working with breaking news and current affairs and runs all BBC Tigrinya social media accounts on all the platforms involved
- To use editorial judgement, creativity and flair to make original and compelling social media content in text, graphic and video formats.
- To use excellent editorial judgement to promote the BBC Tigrinya content on social.
- To work with graphic designers to produce creative and original graphics sequences, which can be reversioned and used by other BBC departments.
- To write and edit texts and create video quickly and engagingly under pressure and to sub-edit or rework other people’s scripts and edits.
- To work closely with correspondents to plan and execute their social media output.
- To offer ideas for social media coverage for daily output and future diary events.
- Working alongside News, TV and Digital video desks, to act as a point of editorial reference for producers and correspondents, providing editorial leadership as required.
- To flag up editorial issues and discuss them with Service Editor.
- To liaise closely with colleagues across BBC departments in Nairobi and the BBC Africa Hub.
- To build and maintain links with other Language services, TV Genre teams, Visual Journalism etc to enable the efficient production of content.

- To maintain professional journalistic standards of accuracy, impartiality and fair dealing and adhering to the BBC's Editorial guidelines.
- To suggest new angles on existing stories and to put forward stories not yet covered, prioritizing social media first approach.
- To understand the BBC Tigrinya service strategy and to suggest ideas appropriate to its distinctive style and content.
- To show up-to-date awareness of the competition and mass media and particularly social media markets in Ethiopia and the wider region.
- To ensure that BBC Editorial guidelines and all relevant legal, contractual and copyright requirements are met, referring upwards in cases of difficulty or doubt.
- Proactively identify possible improvements and innovation in different formats, working practices and coverage priorities.
- To act up as requested by BBC Tigrinya service editor.
- All journalists may be required to work with or move to other programme teams on a multi- media basis and to have the ability to work across a range of skills and in a flexible manner, and to carry out these responsibilities in accordance with the BBC's overall standards and values.