

<b>Job title</b>	<b>Journalist, Tigrinya Service, Nairobi</b>		
<b>Job family</b>	<b>Journalism</b>	<b>Proposed band</b>	

<b>Job purpose</b>
<b>Originate and produce, as part of a team, a wide variety of news and current affairs content for relevant output.</b>

**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 in Tigrinya, 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 & digital equipment and information technology to research, write, assemble, edit and deliver programmes in 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**
- Fluent in standard in Tigrinya and fluent in English
  - 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, the programme departments and the audience

- Ability to use technology as required, in order gathering material for broadcast.
- Understands how a team works effectively and adopts the most appropriate role
- 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, prioritising, 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 & Safety procedures and how it applies to broadcasting

### Job impact

#### **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.

#### **Scope**

Covers a wide range of journalism activity, producing news content and supporting the production and presentation of programming.

### 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.*

## JOB DESCRIPTION



### 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>News and Current Affairs</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**

- Considerable journalistic experience in either TV, Radio or Digital
- Demonstrable understanding of the needs and interests of younger audiences in the Horn of Africa region and around the world
- Excellent knowledge of international and HOA news, sport, current affairs and social affairs
- An awareness of the marketplace in which BBC Tigrinya operates
- An excellent understanding of social media tools and ability to use these across a range of platforms.
- The ability to deliver on air in spoken Tigrinya and English.
- A track record of imaginative and creative story-telling and innovative production techniques
- Proven experience of working - and the ability to maintain composure - in a time pressured and deadline environment
- Proven ability to work quickly, calmly and accurately under pressure.
- A thorough knowledge of editorial aims and policies of BBC World Service and BBC News.
- A comprehensive knowledge of the law and BBC producer guidelines as it applies to your work as a journalist

