

BBC WORLD SERVICE JOB DESCRIPTION

Job title: Reporter, BBC Pakistan (Afghan Service, Dari)
Reports To: Afghan Service Planning and Commissioning Editor
Hours: Self scheduling to meet operational requirements, standard 8 hours per work shift
Grade: Local salary and conditions

ORGANISATION

BBC Afghan Service is a multi-media service operating across Radio, Online, TV and Video on the Web. The service is a 24 hours a day, 7 days a week operation offering at least 7 hours per day of radio as well as a 30 minute TV bulletin in Pashto and online coverage.

Working in a multi-media environment, BBC Afghan Service reporters are based in mainly in Afghanistan and Pakistan determined by business needs to ensure coverage of the region.

All BBC Afghan Service staff may be required to work in different areas of the department, according to skills and experience.

JOB PURPOSE

Based in Islamabad, the Reporter will provide BBC Afghan Service with quality, informed coverage on subjects across South Asia, giving timely, expert and authoritative coverage of news and current affairs events.

Covering all aspects of life, the Reporter will stay well briefed on the entire region in order to find stories of interest and importance to our audience and comment with authority.

The Reporter will work across all output as required, working alone or in small teams out of the BBC bureau.

The role can be difficult and demanding, it requires an excellent knowledge of the given region and a highly flexible approach to serving BBC Afghan Service newsgathering demands.

DUTIES

1. To broadcast clearly and calmly, news stories that are of value to BBC Afghan Service audiences.
2. To undertake live 2-ways on a daily basis, often covering breaking news stories for Radio TV and Online.
3. To provide frequent packages and features in audio, text and video.

4. To deliver a high level of fast, accurate, impartial and fair journalism from across Pakistan. To alert UK-based producers to breaking news and file accurate, immediate on the spot reports.
5. To cover a wide range of stories from across the agenda of the Afghan Service in an accessible, engaging and entertaining way.
6. To explain in clear and interesting ways the impact of policy, developments, news items, issues in a given region area. Make complex issues accessible to all audiences.
7. To ensure a wide range of contacts and contributors from across Pakistan to ensure the widest range of information as possible.
8. To report on all facets of life, (politics, economics, finance, social, cultural, scientific, sport) in the region.
9. Where necessary to fix interviewees or collect audience participation material for the channel whenever directed to do so.
10. To analyse all information obtained against the general background of current developments in order to assess its relative value and importance.
11. To monitor the output of the BBC and its competitors and inform the editor of major problems and developments.
12. To provide regular advice of news developments, briefings on government policy, guidance on agency or newspaper stories. Supply items for the news diary, coming up with a stream of realistic and costed coverage ideas.
13. Provide input into BBC Afghan strategy.
14. To provide BBC Afghan with a regular plan for events and subjects to cover. To think and plan ahead to be aware of future developments and trends.
15. Make good use of BBC sources, resources and material. Maximise use of new technology.
16. To be ready to travel inside Pakistan and in the region as events demand, be on call on off days which fall at the field reporter's discretion and are dictated by events.

REQUIRED KNOWLEDGE SKILLS AND EXPERIENCE

1. Fluency in both written and spoken Dari (as first or equivalent language) and English and the ability to communicate effectively.
2. Extensive experience of daily reporting skills gained in the field, preferably as a bilingual broadcaster with experience of live broadcasting.
3. Practical evidence of outstanding journalistic experience with the ability to identify good newsworthy stories. Ability to interpret complex stories for a non-specialist audience.

4. Good story-telling skills and an understanding of a variety of packaging techniques for TV.
5. In depth knowledge and understanding of the political/economic and cultural developments of the region.
6. Knowledge of current developments within the region and how they may be best covered across BBC Afghan Service.
7. Possess a range of journalistic and technical skills in order to be able to work alone, filing reports, packages and 2-ways, or in teams. To operate the technical equipment necessary in fulfilling the role and have knowledge of production methods and technology used in live broadcasting.
8. A good broadcasting voice and screen presence.
9. To be familiar with the BBC Afghan Service output and show an understanding of the audience.
10. To collaborate effectively and be deployed flexibly across other BBC outlets, on stories and items, sharing information, serving other platforms.
11. An understanding of the editorial and production values of the BBC. To be aware of and to follow BBC policy and guidelines, particularly those concerning political coverage. (BBC's Editorial guidelines).
12. To work in a number of regions as required.
13. Knowledge of the law as it applies to journalism.
14. Knowledge of safety laws and guidelines relevant to radio, television and online production.
15. Ability to work within financial constraints.
16. Good organizational skills and the ability to prioritize workload and work flexibly.
17. Educated to degree level.

Competencies:

Editorial Judgement: Makes the right editorial and policy decisions based upon a clear understanding of the BBC and BBC Afghan's distinctive news agenda, the requirements of news and current affairs coverage as well as those of the program departments.

Creative thinking: Translates news and current affairs into high quality programming through a detailed understanding of the requirements of the broadcast media and possession of the necessary writing, directing and reporting skills.

Managing relationships and team working: Able to build and maintain effective working relationships with a range of people. Works cooperatively with others to be part of a team, as opposed to working separately or competitively.

Subject Knowledge: Demonstrates an expanding knowledge of news and current events in general and specific areas of expertise in particular, including language skills. Develops increasingly useful and exclusive sources of information.

Analytical Skills: Simplifies complex problems, processes or projects. Identifies casual relationships and constructs frameworks for problem-solving and/or development.

Decision Making: Is ready and able to take initiative, originate action and be responsible for the consequences of decisions.

Communication: The ability 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 Others: Presents sound and well-reasoned arguments to convince others. Draws from a range of strategies to persuade people in a way that results in agreement or behaviour change.

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(A job specification 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.)