

BBC World Service

Job Specification

JOB SPECIFICATION

Designation: Editor, Tamil Service

Region: Asia

Reports to: Head of Indian Languages, Delhi

Grade: Local Contract

CONTEXT

BBC World Service is an international multimedia broadcaster, delivering a wide range of language and regional services on radio, TV, online and social networks. It uses multiple platforms to reach its weekly audience of 320 million globally, including shortwave, AM, FM, digital satellite and cable channels.

The Tamil service is a digital first service at the heart of the Asia region. They find innovative and distinctive ways of covering the key regional and global stories and at the same time, leading the way with strong original journalism.

We have a really exciting opportunity for a Tamil Service Editor to join the Delhi team and lead the service. The role is to ensure the team makes content to the highest of standards for the Tamil speaking audiences in India and worldwide to the best of BBC standards.

AIMS OF THE JOB

We are looking for a strong candidate to lead the Tamil service. BBC Tamil Editor will ensure content to the Tamil speaking audience in India and worldwide meets the highest standards of journalism and is always delivered in accordance with BBC editorial guidelines. They will also be responsible for working with the Planning team to commission creative and innovative content for all the service's platforms.

KEY RESPONSIBILITIES

- ☑ To be responsible for signing off the day to day TV and digital content of the service, making sure high standards of language and BBC editorial guidelines are met across all service's output.
- ☑ Under the guidance of and in consultation with the Head of Indian Languages and India Planning Editor, to help select stories, series and seasons for the Hindi service.
- ☑ In consultation with the India Planning Editor, to plan the deployment of the service's staff in India.
- ☑ To encourage creativity by staff in the production of digital and TV material.
- ☑ To be accountable for all rota management and performance appraisal within the service.

- ☐ To monitor the service's budget as to meet financial targets set out by the Head of Indian Languages.
- ☐ To take an active role in the recruitment of staff.
- ☐ To maintain standards of work through briefings, playbacks and output reviews.
- ☐ To maintain a high standard of linguistic usage in the output to target areas.
- ☐ To collaborate and communicate with the other Service Editors in India and overseas to avoid duplication in the production of content and to share best practices.
- ☐ To report on performance to the Regional Editor.
- ☐ To help the Head of Indian Languages with the objective of maintaining high visibility with the wider BBC.

SKILLS, KNOWLEDGE AND EXPERIENCE

- ☐ A successful track record in an editorial role in TV, digital or print media and demonstrable experience of making sound judgements on editorial and political issues based on a clear understanding of the BBC's distinctive global news agenda.
- ☐ Fluency in both written and spoken Tamil and English and the ability to communicate and provide output effectively in both languages.
- ☐ A sound knowledge of how to deliver output for digital and social media platforms.
- ☐ A sound knowledge of production and distribution processes, techniques and technology, and how emerging technology can most effectively be harnessed for the benefit of the audience.
- ☐ Extensive recent and relevant knowledge of the region's history and culture and a familiarity with the BBC's strategy for India.
- ☐ Detailed current knowledge of the region and the wider target area, and the changing needs of the audience.
- ☐ Thorough knowledge of British, Indian and international current affairs.
- ☐ An extensive knowledge of the media situation in India and the wider target area, and how it is developing with the ability to anticipate changes in the market.
- ☐ Thorough understanding of the BBC's Editorial Guidelines and commitment to the editorial aims of the BBC.
- ☐ Experience of dealing with budgets, with commitment to achieving the most efficient and cost effective use of resources.
- ☐ Knowledge of Health and Safety policies and practice in an output area.
- ☐ Personal characteristics to advocate the BBC's values and behaviours and provide inspiration for staff commitment around these values.

COMPETENCIES

The following competencies (behaviours and characteristics) have been identified as key to success in the job. Successful candidates are expected to demonstrate these competencies.

☒ Editorial Judgement - demonstrates balanced and objective judgement based on a thorough understanding of BBC editorial guidelines, target audience, programme and department objectives. Makes the right editorial decisions, taking account of conflicting views where necessary.

☒ Analytical Thinking – Able to simplify complex problems, processes or projects into component parts, explore and evaluate them systematically. Able to identify causal relationships, and construct frameworks, for problem-solving and/or development.

☒ Decision Making – Is ready and able to take the initiative, originate action and be responsible for the consequences of the decision made.

☒ Imagination / Creative Thinking – Is able to transform creative ideas/impulses into practical reality. Can look at existing situations and problems in novel ways and come up with creative solutions.

☒ Planning and Organisation – Is able to think ahead in order to establish an efficient and appropriate course of action for self and others. Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources requirements.

☒ Leadership – Ability to create a vision and inspire others to realise it irrespective of circumstances.

☒ Resilience – Can maintain personal effectiveness by managing own emotions in the face of pressure, set backs or when dealing with provocative situations. Can demonstrate an approach to work that is characterised by commitment, motivation and energy.

☒ Influencing and Persuading – Ability to present sound and well-reasoned arguments to convince others. Can draw from a range of strategies to persuade people in a way that results in agreement or behaviour change.

☒ 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.

☒ Talent Management – Is able to recognise potential (managerial, professional, artistic or otherwise) and is willing to foster the development of that potential. Creates a climate in which potential can be realised.

☒ Business Management – Is able to understand commercial imperatives and trading relationships, appropriately applies business principles in terms of costs, the market and added value.

☒ Managing relationships – Able to build and maintain effective working relationships with a range of people.

☒ Self Development – Is able to identify and apply opportunities for learning and development.