

Radio Editor – Job Specification

SUMMARY OF ROLE

- To deliver compelling, ambitious and distinctive content of the highest standard
- To act as a creative leader and expert in their field
- To be a role model team leader and manager
- To be a R&M and BBC leader

RESPONSIBILITIES

Key Creative Responsibilities

- To create compelling content that delights and engages audiences on all platforms
- To create a clear editorial vision for the lifecycle of content across all platforms
- To be creatively ambitious, actively looking for and making the most of new opportunities
- To create an atmosphere within teams where new creative ideas are encouraged
- To exploit fully the creative potential of the content, actively embracing digital opportunities
- To build a reputation as an acknowledged expert in the area of editorial leadership
- To deliver content that is compliant with the BBC editorial guidelines
- To champion the use of audience insights and own clear audience targets for their area

Key Team Leadership Responsibilities

- To exemplify the behaviours and skills they expect from others, in line with the BBC values
- To be outward looking and actively collaborate with partners inside and outside the BBC
- To be generous when working with others
- To provide positive leadership and personal ownership of change

Key Team Management Responsibilities

- To be responsible for the financial management of budgets
- To inspire and develop staff members, delivering on the HR basics
- To set the objectives for their team and actively manage performance
- To provide regular briefings and discussions on what is going on in A&M and beyond

- To support individuals in their team to get the best training development opportunities

Key Wider Leadership Responsibilities

- To be engaged and fully across the A&M strategy and the broader BBC agenda
- To be across developments in the wider industry and relate them to their team
- To communicate and translate what the A&M strategy means to their team
- To be across changes in technology and understand its potential

SKILLS

- Creative thinking – demonstrates original, imaginative ideas and a willingness to explore different novel approaches.
- Talent management - is able to recognise potential and is willing to foster the development of that potential.
- Managing relationships - demonstrates ability to build and maintain effective working relationships with a range of people.
- Leadership - gives staff a clear sense of direction and purpose.
- Decision-making - is ready and able to take initiative, originate action and be responsible for the consequences of decisions.
- Communication- makes communication timely and regular. Checks for understanding and encourages discussion.
- Technology and digital exploitation – is proven to seek out and understand how to exploit digital opportunities
- Planning and organising - provides an effective framework, including contingency plans, within which others can operate. Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines. Owns the issues and plans related to changing the way teams work.
- Resilience - demonstrates the ability to maintain personal effectiveness by managing emotions in the face of pressure, setbacks or when dealing with provocative situations. Can demonstrate an approach to work that is characterised by commitment, motivation and energy.
- Legal and Editorial Guidelines – is fully conversant with the BBC guidelines, any aspects of the law as it relates to broadcasting and rights
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RELEVANT EXPERIENCE

- Extensive experience of making content, with a clear editorial vision
- Proven ability to develop innovative output, be open to new ideas and motivate colleagues to take creative risks, within the parameters of the Guidelines.
- Demonstrable understanding of audiences
- Experience of developing and maintaining effective working relationships with partners
- Evidence of leadership and management experience at a senior level.
- Experience of financial responsibility as it relates to content
- Demonstrates an understanding and empathy with the wider, strategic viewpoint - not insular in approach to staffing decisions.
- A thorough understanding of BBC Producer Guidelines and knowledge of the law as it relates to Broadcasting.
- Adopts a proactive approach to Health and Safety, Diversity and a Work-Life Balance.
- Conversant with industry developments.
- Demonstrates resilience to cope with the responsibilities associated with the role.

LEADERSHIP BEHAVIOURS

Creative

- Creating a positive working environment where innovation flourishes
- Celebrating great creative work and new ideas
- Attracting creative talent to your team

Collaborative

- Fostering collaboration to achieve common goals
- Acting as a unified leadership team
- Encouraging the movement of people across the BBC
- Being prepared to make sacrifices within your team for the greater good

Focused

- Setting a compelling vision and story bringing the BBC strategy to life
- Measuring people on their results as well as their behaviours

Confident

- Being brave and making challenging decisions
- Trusting your team, supporting them to deliver

- Being resilient to internal and external pressures – driving change
- Learning from your mistakes and saying sorry when you got it wrong