

## **JOB DESCRIPTION**

Job Title:	Researcher (Business)
Department:	BBC Africa
Location:	Nairobi, Kenya
Reports to:	Business Editor, Africa
Contract:	Local Terms & conditions

The BBC is an international multimedia broadcaster on radio, TV, online and social networks with a weekly global audience of 320 million. As part of an historic and exciting expansion of BBC Africa, the BBC World Service is launching a new Business daily and weekly TV programme and innovative digital content alongside other African content.

### **Job impact**

- A Researcher is expected to gather information and updates, as well as selecting stories and sources which provide unique insights to users (under the guidance of a senior Journalist / Editorial Lead); legal issues, such as libel, and other issues of balance, accuracy and tone should be referred up to the senior Journalist / Editorial Lead.
- A Researcher is expected to maintain a database of relevant personalities, organisations and events in the target area.
- To effectively carry out this role, a Researcher must engage virtually with colleagues in BBC Africa, and the wider BBC, via email, telephone or video-conference. There may be need to travel to the UK or in the region.
- A Researcher needs to be proactive and constantly coming up with creative ideas to best tell the stories from the region, particularly with a focus on data-driven journalism; ultimate decision-making about the content and format of the output sits with the Senior Journalist.
- The work of the Researcher will be reviewed by senior Journalist / Editorial Lead or as delegated.

### **Key responsibilities and accountabilities**

- To feed into the Business agenda, identifying new ways to deliver content relevant to all Africa users.
- To monitor online, TV, radio, newspapers and social media across Africa, and produce tip-offs, news updates, media reviews and background information on relevant stories in the Business world.
- To maintain an up-to-date database of contacts, organisations and source information from the target area, using the best technology for gathering and organising information.
- Play a role in the planning and strategic development of research as appropriate
- Contribute to story ideas and new angles on emerging narratives and long-running stories, including from a data perspective
- Actively seek feedback from our users on our research offering; work with the Senior Broadcast Journalist/Editorial Lead and the rest of the team to interpret this and respond in a timely manner
- To collaborate with journalists on creating engaging and innovative products.
- Undertake administrative tasks as required

## Knowledge, skills, training and experience

### Essential

- Understanding user groups and target markets
- Expertise in the collection, processing, analysis and visualisation of data (possibly including basic programming skills)
- An excellent level of spoken and written English. Swahili or another African language is also desirable.
- Ability to communicate effectively and to present complex information and ideas clearly and concisely
- Ability to understand and identify the needs of business audiences, in particular, an excellent understanding of what audiences are looking for in digital and social media content.
- A passion for African business
- Editorial judgment and the ability to spot a story
- Willingness and enthusiasm to embrace new ways of working and new technology to find and analyse information and produce content and an ability to share/communicate what you know, or have learnt, to others in the team
- Experience of carrying out tasks where attention to detail is particularly important

### Desirable

- Experience as a journalist
- Content creation, video shooting/editing skills or broadcast experience
- A thorough knowledge of all the requirements of the BBC's editorial policy

### 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 Judgment** - demonstrates balanced and objective judgment based on a thorough understanding of BBC editorial guidelines, target audience, team and department objectives. Makes the right editorial decisions under pressure, taking account of conflicting views where necessary.

**Planning and organization** - able to think ahead in order to establish an efficient and appropriate course of action for self and others. Prioritizes and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources and team priorities. Juggles priorities under pressure.

**Collaborative working** - Works in partnership and actively collaborates with colleagues in the team. Recognizes shared objectives and priorities, and works co-operatively to achieve them, putting them before personal preferences and objectives. Works co-operatively with others in physical and virtual teams, as opposed to working separately or competitively.

**Creative Thinking** - able to transform creative ideas into practical reality. Can look at existing situations and problems in novel ways and come up with creative solutions.

**Communication** - able 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.

**Resilience** - manages personal effectiveness by managing emotions in the face of pressure, set backs or when dealing with provocative situations. Demonstrates an approach to work that is

characterized by commitment, motivation and energy. Is willing to accept and act on feedback.

**Flexibility** - adapts and works effectively with a variety of situations, individuals or groups. Able to understand and appreciate different and opposing perspectives on an issue, to adapt an approach as the requirements of a situation change, and to change or easily accept changes in one's own organization or job requirements. Recognizes that change and uncertainty is the norm.