

This job description provides more detail to support the generic job description of Controller Radio and should be read in conjunction with that job description which is attached.

<b>Job title</b>	<b>Controller Radio 4 and 4 Extra</b>		
<b>Job family</b>	<b>Commissioning</b>	<b>Band</b>	<b>SL</b>
<b>Division</b>	<b>Radio &amp; Education</b>		
<b>Reports to (title)</b>	<b>Director Radio &amp; Music</b>		
<b>Location base</b>	<b>London</b>		

### Job purpose

To provide inspired creative leadership and strategic vision for BBC Radio 4 and 4 Extra; commissioning distinctive content for both networks on air and on demand.

The Controller of Radio 4 is the custodian of the public service values and ambitions of Radio 4, maintaining and developing the world class, intelligent content which the station is known for, building on Radio 4's digital successes with podcasts and developing a renewed cultural and intellectual vision for the network.

Radio 4 is a successful and adored service, at the heart of the BBC's public service purpose. The Controller of Radio 4 will aim to retain the intimate relationship with its heartland audience, increase the depth of cultural and political impact of Radio 4 and attract younger listeners in an increasingly competitive environment.

The role is responsible for developing new content and formats to provide a destination for the younger audience seeking intellectual and cultural insight, retaining Radio 4's importance in the lives of millions and reinventing the network to embrace the digital future.

### Key responsibilities and accountabilities

- To articulate the creative vision and strategy for the networks and be responsible for commissioning speech content for Radio 4 and 4 Extra on air and on demand to reach new and heartland audiences.
- To inspire the Radio 4 commissioning teams to reinvent speech content on air and on demand, helping to create the UK's audio fans of the future.
- To play a key part of the senior team leading BBC Sounds, influencing its overall strategy and delivery with a particular emphasis on contributing to the editorial plan for Sounds, and ensuring that young listeners make BBC Sounds their destination for audio entertainment, cultural and intellectual insight.
- To take responsibility for commissioning parts of the BBC Sounds editorial plan; commissioning speech content that could be defined by genre and/or target audiences.
- To find new and better ways of working, seeking efficiencies and delivering value for money as part of the contribution to meet the BBC's financial challenge.
- Responsible for the commissioning and production of content for [BBC Ideas](#) ensuring this service retains its unique, independent, yet distinctive style and tone and continues to grow.

- To define and deliver an audience and marketing plan for Radio 4 and 4 Extra that supports the vision and strategy for Radio 4, 4 Extra and BBC Sounds.
- To work with BBC Radio Production and independent production companies to develop and commission the most creative content for Radio 4, 4Extra, & BBC Sounds to ensure there is sufficient production capacity to deliver the quality and volume of commissions required.
- To ensure that Radio Commissioning Framework is fairly managed to allow both independent and in-house producers opportunities to bid for commissions.
- To be a principal talent manager and to manage relationships with artists, performers, writers, creative musicians and contributors.
- To develop and sustain a strong and continuously invigorated talent base, seeking out and nurturing original and fresh talent, and to champion diversity and inclusion, on and off air.
- To keep abreast of industry and technology trends, competitor activity, performance and best practice, incorporating new ideas and establishing a high performance culture.
- To be aware of the full extent of the financial authority vested in the post, and to ensure that this is exercised in accordance with agreed financial compliance arrangements.
- To ensure that output meets all editorial compliance requirements, independent quotas and Nations & Regions production targets.
- To represent Radio & Music and the wider BBC at national and international industry gatherings.
- To comply with all relevant BBC Safety Rules, procedures and guidelines. To be fully aware of the Health and Safety responsibilities of this job role as stated in Radio & Music's Health and Safety Policy.
- To provide inspirational leadership and support career development and talent retention.
- To contribute to the wider development and leadership of the division, promoting and championing collaboration, creativity and diversity.

### Knowledge, skills, training and experience

#### Essential

- A respected industry figure, with experience of the arts, culture, news/journalism, ideally in the media or broadcasting industry and with demonstrable depth of political and cultural insight and intellectual vision.
- A detailed knowledge and understanding of the Radio 4 and Radio 4 Extra schedule and audience, and the ability to apply objective and rigorous editorial judgement across a variety of genres and output.
- A champion for diversity and inclusion, on and off air.
- A deep understanding of the changing media landscape and a vision for Radio 4/4Extra's linear and digital future
- Experience of leading change through re-invention and renewal.
- A natural collaborator, flexible and resilient and able to sustain performance when under pressure from conflicting demands and in the face of significant external scrutiny.
- A top subject matter expert, recognised throughout the BBC and externally, able to provide leadership, creativity, innovation and clear direction across Radio 4 and 4 Extra, fostering strong performance and operational skills that support the BBC in becoming a

simpler and more efficient organisation.

- Able to lead the BBC with long-term vision using cutting edge creative, technical and/or professional skills. Adept at managing numerous, diverse senior and executive level stakeholders.
- Able to undertake significant change and project management activities with wide-ranging BBC impact, often operating under tight timescales and managing numerous competing priorities.
- A comprehensive understanding of the media sector and the external competitive landscape, including an understanding of economic/commercial/political issues affecting the BBC and the wider industry, allowing the job holder to contribute to long term objectives and strategies.
- A convincing and persuasive communicator, able to influence and negotiate with senior stakeholders across the BBC and external agencies, and able to present, discuss and defend complicated issues.
- Knowledge and insight into processes, operations and KPIs across BBC Radio & Music. Comprehensive understanding of current markets, trends and issues within the broadcasting industry and knowledge of output across the whole of the BBC, as well as that of competitors.
- Thorough understanding of the way in which content is commissioned, financed and produced. Broad and comprehensive understanding of all the BBC's legal, contractual agreements and regulations as they apply to programme making, broadcasting and digital media.
- Industry-recognised editorial expertise and experience in content production/delivery and an internally recognised creative leader, with strong awareness of concepts and processes in other areas.
- A natural collaborator, flexible and resilient and able to sustain performance when under pressure from conflicting demands in the face of significant external scrutiny.

*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.*