

<b>Job title</b>	<b>Senior Journalist - Reporter</b>		
<b>Job family</b>	<b>Journalism</b>	<b>Band</b>	<b>D</b>

**Job purpose**

Responsible for originating and producing stories which may include scripting, editing, outputting, filming and presenting content across a range of BBC output or generating exciting ideas and original newsgathering.

**Key responsibilities and accountabilities**

- Propose; research; write; report and edit interesting and well-explained reports and more thoughtful, analytical pieces for publication – meeting high journalistic standards and fully observing the BBC editorial guidelines.
- Alert editors to breaking news and be ready to file accurate, on-the-spot reports and present, as soon as possible. Check and advise against coverage when necessary.
- Develop and use all formats and platforms available to tell the story in the most appropriate way, with a particular focus on social media to deliver our journalism to audiences.
- Supply items for the news diary, coming up with a stream of realistic coverage ideas and working jointly with other BBC reporters and producers in the field/region.
- Provide regular advice on news developments, guidance on agency or newspaper stories and briefings on government policies.
- To gather material for broadcast on news topics and events which is reflective of the audiences we serve.
- To provide timely, specialist and self-assured news coverage and analysis of news and events of interest to the audiences of the BBC.
- Maintain regular and clear communication with the Editors ensuring everyone is briefed on own movements and contact numbers at all times throughout the assignment.
- Delivering to tight deadlines while maintaining the highest editorial standards.
- At all times to carry out duties in accordance with the BBC health and safety policy.

**Knowledge, skills, training and experience**

**Essential**

- Experience of live broadcasting including live breaking news with a good on-screen presence, self-assured microphone voice and ability to communicate effectively to target audience. A knowledge of and aptitude for using multimedia technology.
- Demonstrates balanced and impartial judgement. Makes appropriate editorial decisions, taking account of conflicting views where necessary.
- A demonstrable interest in new media which will include knowledge of how to maximise a story for digital, reporting experience and proven skills in generating original newsgathering.
- Work in partnership with other reporters and producers.
- Ability to convey story and programme ideas and to contribute fully to the planning process.
- Demonstrates a commitment to improving diversity in the BBC and understands how individual differences can benefit the BBC.
- Ability to convey story and programme ideas and to contribute fully to the planning process.
- 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 information.
- The flexibility and adaptability to sustain performance, particularly under pressure to meet

- deadlines and changing priorities and circumstances.
- An understanding of health and safety procedures and how they apply to broadcasting.

<b>Job impact</b>
<p><b>Decision making</b> Able to operate alone on items and other programme elements.</p> <p><b>Scope</b> A senior journalist covering a wide range of journalism activity who provides thorough, timely and professional reporting on events in a range of formats.</p>

<b>Other information</b>	
<b>For Reward team use only</b>	
Job Code	
Definition:	Content

*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.*