

Job title	Senior Journalist		
Job family	Journalism	Band	Local hire

Job purpose

Responsible for an area of output, including editorial control, reporting, selection and compilation of material, production, leading teams and planning and implementing effective use of resources.

Key responsibilities and accountabilities

- Responsible for originating and producing stories which may include scripting, editing, outputting, filming and presenting content across a range of BBC output.
- Commission and select relevant materials ensuring they meet expectations of our audiences and adhere to the BBC’s editorial guidelines.
- May be required to undertake on-air reporting, may be required to film and edit material for broadcast where appropriate.
- May include the production and presentation of live or recorded programmes.
- May be required to present live or recorded content on radio, TV or online.
- As required, to allocate work to a team and check progress; ensure the professional contribution of staff and the quality of output.
- Seek ways to increase diversity in our workforce and to ensure that our output reflects the audiences we serve.
- Deliver journalism of the highest standard and within the required timeframe using available resources.
- To act as a facilitator of change, clearly communicating and distributing best practices between teams.
- 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

- A high standard of editorial judgment, writing ability and production skills based on substantial broadcast journalism experience.
- Maximises opportunities offered by existing and emerging technologies to their fullest extent.
- Ability to work effectively as a member of more than one team. Resolving conflicts as necessary.
- Ability to manage resources, staff, technical facilities and budgets, in order to make challenging broadcasting in the most cost effective manner.
- Demonstrates a commitment to improving diversity in the BBC and understands how individual differences can benefit the BBC.
- Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources.
- Ability to write creatively in an engaging manner, adapt, produce and translate with accuracy, clarity and style appropriate to differing audiences and forms of media suitable for multimedia output.

- 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.

Job impact

Decision making

Significant level of responsibility. Uses initiative but seeks guidance where necessary. No line management responsibility but may mentor more junior staff.

Scope

A senior journalist covering a wide range of journalism activity, with significant experience and responsibility for programme/content creation.

Other information

For Reward team use only

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.

Appendix

There may be sub-sets of the generic job described above which require additional technical skills. This appendix to the generic job description can be developed to cover such situations.

Division	News and Current Affairs
Reports to (title)	Editor, BBC Great Lakes
Location base	Nairobi

Organisation structure	

Additional job specific responsibilities and accountabilities	
<ul style="list-style-type: none"> • Candidate must demonstrate fluency in written and spoken Kirundi, including the ability to write and oversee content and adapt with accuracy, clarity and style appropriate to differing audiences and forms of media. Fluent in English and French, both in written and spoken form and the ability to communicate effectively • The Senior Broadcasting Journalist has a deep understanding of the media environment, particularly digital media, its challenges in working with breaking news and current affairs and oversees all BBC Great Lakes digital media platforms • Wide, thorough and up to date familiarity with the areas which the Service reaches and an in-depth understanding of the area’s history, politics, social issues and culture as well as the changing needs of the audience. • Demonstrable understanding of the needs and interests of younger and female audiences in the Great Lakes region and around the world • Working alongside News, TV and Digital video desks, to act as a point of editorial reference for producers and correspondents, providing editorial leadership as required. • To flag up editorial issues and discuss them with Service Editor. • To liaise closely with colleagues across BBC departments in Nairobi and the BBC Africa Hub to enable the efficient production and sharing of content. • To understand the BBC Great Lakes service strategy and to suggest ideas appropriate to its distinctive style and content. • Proactively identify possible improvements and innovation in different formats, working practices and coverage priorities. • To act up as requested by BBC Great Lakes service editor. • All journalists may be required to work with or move to other programme teams on a multi-media basis and to have the ability to work across a range of skills and in a flexible manner, and to carry out these responsibilities in accordance with the BBC’s overall standards and values. 	

Approval

JOB DESCRIPTION



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HR Specialist	Eva Nganga
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