

BBC WORLD SERVICE

JOB SPECIFICATION

Job Title: Africa TV Programmes Editor

Location: Nairobi, Kenya

Reports to: Senior News Editor Commissioning

Grade: Local Terms & conditions

Contract: Continuing

CONTEXT

BBC World Service is an international multimedia broadcaster, part of BBC News, delivering a wide range of language and regional services and working increasingly with other parts of BBC News to serve global audiences. It uses multiple platforms to reach its weekly audience of 320 million globally, including TV, digital platforms including social media, AM, FM, shortwave, digital satellite and cable channels. Nearly a third of this audience is in Africa where the BBC is the leading international broadcaster.

BBC operates five production bureaux with nearly 200 reporters and producers in Africa. This number is set to double as BBC World Service is introducing more language services and making significant investment in its TV and digital production.

A substantial volume of production will take place in London and Nairobi, where the BBC is developing modern multimedia facilities for live programming and production of a wide range of programmes in English, Swahili and other BBC Africa broadcast languages.

The BBC is also investing in studios with TV and Digital video production capability in Lagos, Nigeria and the Senegalese capital, Dakar.

Our range of programmes will go beyond hard news agenda to cover Health, Technology, Sport, Business, a weekly women discussion programme, news content for children as well as for younger audience, News Quiz and a weekly news review programme. We will also produce satirical and 'infotainment' programming that covers the news from an irreverent alternative perspective.

This role will work closely and collaboratively with all teams in Africa and at the BBC's headquarters in London to deliver the best service for BBC audiences.

JOB PURPOSE

The Africa TV Programmes Editor will lead editorial and technical production teams responsible for Health, Women's Discussion and Technology programmes in English and other BBC Africa broadcast languages based in Africa.

A key function of the role is to guarantee quality control and provide the most engaging experience for our TV and Digital audiences. The editor will work to the Senior News Editor Commissioning and act as a single point of contact for production of TV programmes in Africa.

Key responsibilities and accountabilities

The Africa TV Programmes Editor will be a key member of the BBC Africa senior team and will be responsible, alongside other editors in Africa, for editorial and managerial standards.

They will manage and deliver projects within the agreed time, coordinating and communicating with all stakeholders including senior editors in Africa, Head of Business Development, Head of Marketing, Audience Insights Manager and the Senior Partnerships and Co-productions Editor to ensure programmes meet the highest BBC standards for broadcast on BBC platforms and rebroadcasting partners.

Work closely with the Senior Partnerships and Co-Productions Editor to oversee BBC's investment in a range of training and development initiatives to further support the growth of strong local media through on the job training, upskilling and co-productions; a BBC mentoring scheme and internships for university graduates.

Work with Business Development and Audience Insight teams to keep up to date with developments in the media landscape in Africa to gather relevant market information and data for BBC Africa's editorial teams.

Introduce and establish a culture of editorial collaboration within the BBC.

They will contribute to the overall strategy and direction of BBC Africa's output on news and current affairs. They may also be required to represent the BBC externally.

Determine the content and running order of TV programmes and lead teams on the production of items through to transmission, including assigning, briefing and determining priorities for operational and editorial teams.

Ensure the development of the TV programmes across social media and digital platforms, exploring the potential for expansion.

Responsible for motivating teams and creating a work environment that supports creativity and brings the best out of each member of the team.

Seek ways to increase diversity in our workforce and to ensure that our output reflects the audiences we serve.

To act as a facilitator of change, clearly communicating and sharing best practices between teams.

Foster an environment of productive employee relations, anticipating and responding to challenges from staff, unions and audiences.

Responsible for ensuring safe working practices and the observance of BBC's health and safety regulations, including completing hazard assessments

Knowledge, Skills, Training and Experience

Essential

- Extensive editorial experience of broadcast news and the ability to develop and implement new and innovative approaches to programme structure and content.
- Proven editorial judgement and flair, able to make sound decisions quickly.
- A detailed understanding of the latest techniques and technology for newsgathering and production. An ability to use new technologies to create opportunities to enhance output and improve working practices.
- The role also requires excellent communication skills and knowledge of audiences in BBC's key markets in Africa.
- Experience of managing a team and ability to work effectively as a member of more than one team. Resolving conflicts as necessary.
- The successful candidate will have existing senior output experience in a multilingual and international TV news environment.
- Can identify a vision along with the plans which need to be implemented to meet the end goal. Evaluates situations, decisions, issues etc. in the short, medium and longer-term.
- Demonstrates a commitment to improving diversity in the BBC and understands how individual differences can benefit the BBC.
- Able to prioritise and plan activities taking into account all the relevant issues and factors such as deadlines, staffing, programme budgets and resource requirements.
- 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.
- Maintains personal effectiveness by managing own emotions in the face of pressure, setbacks or when dealing with provocative situations. Demonstrates an approach to work that is characterised by commitment, motivation and energy.
- Thorough knowledge of the BBC's guidelines (including Health & Safety) and the editorial considerations and values relating to BBC.

LEADERSHIP 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.

Leading Creativity: Fosters imagination, creativity and experimentation, takes and promotes considered risks, celebrates creative successes and learns from failure, shows openness to alternative ways of doing things.

Editorial Judgement - demonstrates balanced and objective judgement based on a thorough understanding of BBC editorial guidelines, target audience, programme and department objectives. Makes the right editorial decisions, taking account of conflicting views where necessary.

Developing Talent and diversity: Coaches others to build on strengths and improve on weakness, gives and listens to regular, honest feedback, recruits and develops talent from a diverse range of backgrounds, connects with people from all parts of society.

Managing performance: Sets challenging team and individual objectives and trusts people to get on with them, shares clear expectations about required performance levels, rewards success and addresses performance issues quickly and fairly, treats team members with honesty, respect and compassion.

Collaborating across boundaries: Sets an example by sharing resources, knowledge, ideas and skills across the organisation, builds helpful, productive relationships across the organisation.

Providing direction through change: Is open to change and responds flexibly to new challenges, shares and communicates the BBC's vision with passion and clarity, articulates a compelling case for change, provides momentum when driving change, involves others in building plans for change.

Maximising business effectiveness: Provides the best value by sharing our resources across the BBC, looks for value for money for licence fee payers, considers the business implications of decisions, and avoids waste and challenges under use of resources.

At the BBC we respect each other and celebrate our differences so that everyone gives their best. The BBC positively encourages applications from all parts of the community and is committed to promoting equality of opportunity.

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(A job specification 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 complete, detailed account of all aspects of the duties involved.)