

Job title	Senior Journalist - Reporter		
Job family	Journalism	Band	D

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.

Job impact

Decision making

Able to operate alone on items and other programme elements.

Scope

A senior journalist covering a wide range of journalism activity who provides thorough, timely and professional reporting on events in a range of formats.

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	
Reports to (title)	
Location base	

Organisation structure

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 a historic and exciting expansion of BBC Africa, the BBC World Service is launching new Business daily and weekly TV programme and innovative digital content alongside existing African business output.

We are now recruiting a Senior Journalist with a Business background to join our team in Nairobi.

Additional job specific responsibilities and accountabilities

- Successful candidate will have an excellent command of English, Swahili Languages (Both written and spoken).
- Knowledge of French would be advantageous.
- Strong journalistic and business reporting background.
- Have broad understanding of East and Horn of Africa business news and current affairs.
- Strong digital understanding and awareness of latest broadcast technology with the ability to learn new skills.
- Ability to write strong business analytical text pieces, excellent broadcasting voice and a track record of accuracy and impartiality.