

|                   |                         |             |          |
|-------------------|-------------------------|-------------|----------|
| <b>Job title</b>  | <b>Video Journalist</b> |             |          |
| <b>Job family</b> | <b>Journalism</b>       | <b>Band</b> | <b>C</b> |

### **Job purpose**

The purpose of the role is primarily to initiate, gather and produce material for news, current affairs and general programming. Routinely self-shooting and editing complete packages for use across multiple platforms.

### **Key responsibilities and accountabilities**

The main focus of the Video Journalist role is to routinely self-shoot and edit complete news packages, or equivalent. The post holder will also be expected to undertake any of the key responsibilities included below:

- Use a range of video, audio and digital equipment and information technology to research, write, shoot, assemble, edit and deliver outputs in the appropriate medium, to the highest professional standards – recognising the distinct requirements of different types of output.
- Routinely self-shoots and edits complete packages.
- Routinely fulfills duties unsupervised.
- May be required to present the content on radio, TV or online. This might be live or recorded.
- May include the production and presentation of programmes. This might be live or recorded.
- Exercise editorial judgment in developing story ideas and producing accurate and impartial journalism.
- To undertake pre- and post-production and studio work, live and pre-recorded. Use a range of video, audio and digital equipment and information technology to research, write, assemble, edit and deliver programmes in the appropriate medium, to the highest professional standards.
- To liaise closely with other team members and with other departments in the BBC, to ensure that output material is shared, duplication is avoided, and best practice is upheld.
- Take a lead within a team setting or on delivering a specific piece of journalism or project as appropriate.
- To tailor different news treatments for different audiences ensuring that the output reflects the audiences we serve.
- To prioritise and plan activities taking into account all the relevant issues and factors such as deadlines, staffing and resources available.
- To produce engaging packages through a range of production skills.
- Delivering to tight deadlines while maintaining the highest editorial standards.
- Willing and adept at passing on skills through training and mentoring.
- At all times to carry out duties in accordance with the BBC health and safety policy.

### **Knowledge, skills, training and experience**

**Essential**

- Ability to gather and prepare audio and video material for use on any service, recognising the distinct requirements of different types of output, self-shooting and editing routinely as the main focus of the role.
- Significant recent experience as a journalist, with a good knowledge of production techniques – especially self-shooting and editing.
- Demonstrates sound editorial and policy decisions based upon a clear understanding of the BBC's distinctive news agenda, the requirements of news and current affairs coverage and the audience.
- Strong record of originating and developing stories for news programmes.
- Ability to use technology as required, gathering material for broadcast.
- Understands how a team works effectively.
- Able to build and maintain effective working relationships with a range of people.
- Demonstrates a commitment to improving diversity in the BBC and understands how individual differences can benefit the BBC.
- Effective planning and organising skills, ability to concentrate on several areas of work at one time, delivering consistently to deadlines and reacting positively to changes and conflicting priorities.
- 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**

High level of responsibility and decision making; able to operate alone.

No managerial responsibility. May be informally supported by junior staff i.e. Researchers, Coordinators and Assistants.

**Scope**

Covers a wide range of journalism activity, producing news content and supporting the production and presentation of programming.

**Other information**

**For Reward team use only**

Job Code

Definition:

Support

*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.

|                           |                                |
|---------------------------|--------------------------------|
| <b>Division</b>           | <b>World Service Languages</b> |
| <b>Reports to (title)</b> | <b>Editor</b>                  |
| <b>Location base</b>      | <b>Lagos</b>                   |

|                               |  |
|-------------------------------|--|
| <b>Organisation structure</b> |  |
|                               |  |

| <b>Additional job specific responsibilities and accountabilities</b>  |
|---|
| <p>We are looking for a creative and experienced video journalist with an excellent understanding of what makes brilliant digital journalism. In this role you will work creatively across all digital platforms – video, audio and text – to ensure that the Pidgin service output grows a distinctive character and status in its target area. You will offer story ideas and will routinely self-shoot and edit news packages for use across multiple platforms. You will be required occasionally to do some field reporting.</p> <p>Applicants should be aware that this role will require you to travel at short notice.</p> <p><i>You must have work authorisation for Nigeria.</i></p> <p>The successful candidate will have experience within a media environment.</p> <p>You will also command the following attributes:</p> <ul style="list-style-type: none"> <li>• Fluent in Pidgin and English (written and spoken)</li> <li>• Must have experience of delivering creative output to online digital platforms, recognising the distinct requirements of different types of output.</li> <li>• Ability to self-shoot and edit video routinely which is the main focus of the role</li> <li>• Knowledge of local, regional and international news and current affairs is essential.</li> <li>• You will have knowledge of and recent experience of living in the target area, including a good understanding of the complexities of Nigeria.</li> <li>• Ability to work under pressure and to react to breaking news is essential.</li> </ul> |

