



TV Drama Producer

- **Vacancy for:** 1
- **Posted on:** May 23, 2018
- **Deadline:** May 30, 2018, 11:55 p.m.

Department: BBC Media Action

Grade: 8

Reports To: Project Director

Based: Kathmandu, Nepal

Duration: 1 year with the possibility of extension subject to funding

Job purpose

Reporting to the Project Director, the TV Drama Producer holds day-to-day editorial responsibility for the quality output of the TV Drama and overseeing the delivery of the programme from planning stages through to successful broadcast across all platforms. The post holder will be responsible for leading a team of programme makers, overseeing the content of the programme and the long-term planning of future output. For this to be achieved effectively, S/he must also liaise with BBC Media Action researchers and relevant members of government agencies and the humanitarian community. The role will also regularly involve scripting and directing the programme and putting forward ideas and treatments in editorial meetings for themes to cover in the short and medium term.

Main Duties and Responsibilities:

- Responsible for ensuring that the programme successfully addresses its retrofitting remit
- Edit the Dramas produced and provide input and advice on the final television edit of the programme
- Offer creative and innovative ideas on how the TV dramas can build on its audiences and people from effected regions in collaboration with the state broadcaster, Nepal Television which would enhance their capacity besides being widely disseminated throughout the country
- Manage a team of programme-makers taking the editorial lead.
- Provide training and mentoring to radio/TV producers from community radio stations on the most effective way of producing useful and engaging information for the affected community
- Ensure all content meets the required technical standards, BBC editorial policy and BBC values
- Overall responsibility for filming on BBC Media Action productions ensuring visual quality is first-rate and complies with BBC standards
- Be part of all aspects of production and post- production processes of TV dramas
- Direct multi or single camera filming of the Drama and operate cameras or other filming equipment in time of need
- Liaise with production team about all technical requirements, e.g. lighting and camera movements, sound recording requirements, set designing, vision effects, graphics and transitions
- Be aware of and value the contribution of all crew members to the creation of the final programme, and work with team effectively
- Be able to decide about the appropriate graphic style and the music for the production if necessary
- Understand when it is appropriate to use visual and sound effects, and how to use them effectively
- Follow the requirements of the BBC health and safety guidelines and procedures

Essential skills and experience

- Demonstrable creative ability
- Strong understanding of BBC editorial values and their application in programme making
- Well-developed understanding of key development needs of Nepal and the issues facing earthquake affected communities regarding reconstruction
- Ability to work on own initiative and organize time effectively within a range of often conflicting deadlines
- The ability to forge strong working relations quickly and gain the trust of project stakeholders, including partners
- Strong interpersonal and communication skills
- A good standard of written and spoken English and Nepali.
- Minimum 5 years of experience using media for developmental goals
- Minimum 5 years of experience of using different format TV programmes, visuals and editing styles
- Ability to provide technical advice to Editor and Production Manager.
- Thorough knowledge of visual editing software, MS-Office Suite, such as Word, Excel, PowerPoint and email applications
- Ability to lead a team to record high quality visual content

- Demonstrable creative ability, with ability to support staff to think creatively about programme formats and project design development
- An ability to work to tight deadlines and to balance often conflicting demands
- An ability to get one's message understood clearly by adopting a range of styles, tools and techniques appropriate to the audience and the nature of the information
- Commitment to BBC Media Action's vision, mission and objectives
- Flexibility, creativity and effectiveness in working collaboratively in a multicultural team

Desirable skills and experience

- Experience using media for developmental goals

Key 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.

- **Imagination/Creative Thinking:** Is able to transform creative ideas/impulses into practical reality. Can look at existing situations and problems in novel ways and come up with creative solutions
- **Managing Relationships:** Able to build and maintain effective working relationships with a range of people. Team working
- **Communication:** The ability to get one's message understood clearly by adopting a range of styles, tools and techniques appropriate to the audience and the nature of the information
- **Analytical Thinking:** Able to simplify complex problems, process projects into component parts, explore and evaluate them systematically. Able to identify causal relationships and construct frameworks, for problem solving and/or development
- **Influencing and Persuading:** Ability to present sound and well-reasoned arguments to convince others. Can draw from a range of strategies to persuade people in a way that results in agreement or behaviour change
- **Planning and Organising:** Is able to think ahead in order to establish an effective and appropriate course of action for self and others. Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources requirements
- **Self-Development:** Able to identify and apply opportunities for learning and development

TO APPLY:

If you are interested in applying for this position, please send a CV and covering letter outlining your interest in the role, and demonstrating how you fulfil the essential skills and experience, by **May 30 2018**, to application@np.bbcmmediaaction.org (with the job title in the subject line).

OR,

Applying Procedure

Apply Link : <https://merojob.com/tv-drama-producer/>

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