

Team Leader: Digital Production (content)

Job Description

Date	January 2024
Location / Business Unit	Anywhere – National / Digital
Reporting to	Executive Editor lifestyle and entertainment
Direct Reports / Functional Relationships	Digital Producers (content)
Position Type	Full-time/permanent

Te Tūranga - About the Role

Lead a team responsible for creating and curating engaging, topical and entertaining lifestyle, entertainment, music arts and culture (magazine) for rnz.co.nz.

Te Mahi - About the job

- Lead a high-performing team of creative producers.
- Help great magazine content from across RNZ shine with thoughtful curation.
- Collaborate positively with digital and radio staff across RNZ to develop, polish and showcase our quality storytelling.
- Work with the Executive Editor (lifestyle and entertainment) to commission content with an audience-first approach.
- Make extensive and appropriate use of images, video, graphics, and audio in multimedia storytelling.
- Contribute to the development of rnz.co.nz and social platforms and how we showcase magazine content.
- Maintain the high RNZ standards in terms of quality, impartiality, independence and accuracy.

Leadership

You will manage and lead your team to ensure it is empowered to deliver great work and make good decisions.

- Ensuring all staff roles, responsibilities, goals and accountabilities are clearly defined and understood.

- Working with team members to set performance objectives and provide ongoing feedback
- Providing appropriate formal and informal coaching, training and development opportunities to ensure that all staff are fully trained and perform effectively and efficiently in their positions giving focus to individual career development and resource sharing opportunities.
- Fostering a constructive culture embedding the RNZ Attitudes: Be Bold, Manaakitanga and Better Every day.
- Improving team Engagement scores by working with the team to establish a dedicated plan for improvement and working closely with the people team to understand results and get support for plans.
- Role modelling and encouraging good working relationships with other parts of RNZ
- Fostering diversity and inclusion, and deal with bad behaviour promptly and directly.
- Developing and managing sustainable leave plans for the team ensuring leave liability overall is managed within appropriate levels.
- Ensuring all staff are familiar with and work to the RNZ's Editorial Policies and Organisational Policies.
- Take all practicable steps to ensure the health, safety and well-being of staff.

Organisational

- Be aware of and adhere to RNZ's Editorial Policy standards.
- Contribute to the overall effectiveness of RNZ.
- Participate in promotions or awards which help promote RNZ's image and profile.
- Observe statutory requirements and RNZ policies and frameworks.
- Actively participate in and contribute to the development and achievement of own performance targets and the review of work priorities to achieve the organisation's goals and objectives.
- Act in a manner consistent with Equal Employment Opportunities principles and practices.

Ōu Pūkenga - About You

Qualifications	<ul style="list-style-type: none"> • Appropriate qualifications in journalism
Knowledge & Experience	<ul style="list-style-type: none"> • An understanding of RNZ programming and Charter objectives. • Experience as a senior journalist and leader. • Expertise in content management platforms and associated technology and an understanding of audience metrics. • An understanding of the media sector in NZ and appreciate key market, consumer and technological trends. • Existing knowledge and experience and a commitment to giving effect to Te Tiriti o Waitangi and tikanga
Skills	<p>Ideal personal skills</p> <ul style="list-style-type: none"> • Proven achievement and credibility as a journalist who sets and achieves high professional standards. • A strategic thinker with sound organisational awareness • A flexible and creative thinker with an ability to quickly grasp complex topics • The willingness to understand and promote the value of diversity, including obligations under the Treaty of Waitangi <p>Ideal experience and social skills: <i>Proven credible leadership experience/achievement in:</i></p> <ul style="list-style-type: none"> • Building loyalty, commitment trust and pride,

	<ul style="list-style-type: none"> • Influencing others and creating a respectful work environment fostering innovation and fun, • Modelling collaboration with others outside the group • Recruitment and staff development skills • Facilitating effective staff performance including supportive attitudes of Radio NZ as a whole • Making best use of staff abilities, • Conflict management (including interpersonal and working style differences) • Identifying and nurturing talent. <p><i>Clear, respectful and timely communication when:</i></p> <ul style="list-style-type: none"> • Resolving complaints or concerns about features performance • implementing change that improves quality and productivity • Responding to staff or colleague suggestions • All written material is organised and convincing. <p><i>Building and maintaining effective relationships including:</i></p> <ul style="list-style-type: none"> • Minimising authority and maximising persuasion • Intervening early and positively to improve the team's performance • Representing the organisation positively and effectively • Encouraging a free exchange of ideas
<p>Personal Attributes</p>	<ul style="list-style-type: none"> • Leadership and Teamwork • Strategic Capability • Managing Self • Outcome Driven • Management • Building Relationships

Te Ahurea - Our Culture

RNZ Attitudes

RNZ Attitudes are all about how we work. These attitudes are how we demonstrate our culture through our everyday actions, behaviour and decisions. They drive how we do things, what we value and what's expected of us. They exist so that RNZ is a culture for everyone to enjoy and flourish in.



We're bold and think big. We find a way to make things happen. We learn best by doing. We believe that trying and failing is better than not trying at all.



We deal with problems or new tasks with energy and creativity. We try new things, we evolve and we move fast.



We encourage people to flourish. we extend love and compassion to others and nurture relationships. We have collective strength and cherish individuality.

Leadership Expectations

The Leadership Expectations outline what we expect our leaders to do. We have determined three critical capabilities that we need to focus on:

- Understand & Develop Self and Others
- Execute Strategy
- Lead Change & Uncertainty

At RNZ, we are all leaders in driving our culture and performance against our strategy.

 <p>I understand and develop myself and others</p>	 <p>I execute our strategy, with and through others</p>	 <p>I embrace and lead change</p>
<ul style="list-style-type: none">• Understand my own development areas and actively work on them• Create development plans for all my people• Support your people to grow and develop by having regular and meaningful conversations• Coach others and give feedback• Have courageous conversations• Lead with emotional intelligence	<ul style="list-style-type: none">• Understand and communicate RNZ's strategic goals• Create line of sight and set aligned team vision and goals• Make decisions and empower my team to make decisions• Operate with our target audience in mind• Work collaboratively to achieve goals and resolve conflict	<ul style="list-style-type: none">• Champion culture by role modelling the RNZ attitudes• Understand and champion the case for change• Communicate with others and bring people on the journey• Support your people through change – building resilience and wellbeing of your teams• Empower your people to try things, adapt and innovate• Hold people to account• Lead with a growth mindset