

Job Description

8 January 2026



Senior Series Producer – Our Pacific Audio & Language Content

Reports to: Content Projects & Partnerships Manager

Direct reports to this position: Senior Social Video Producer

Maximum term 17-month contract Full-Time

SBS Values, Vision and Purpose

The Senior Series Producer is responsible for undertaking their work in a way that reflects SBS's Charter, Vision and Values and complies with relevant SBS policies, procedures and practices. At SBS, we expect you to be audience obsessed, be bold and brave, embrace difference, participate fully and ensure that we look out for one another. We are all working together to fulfil SBS's purpose and create a more cohesive society.

Division Purpose – ALC

SBS is the most multilingual public broadcaster in the world. With 60 plus language services, we deliver news, information and entertainment and inspire social cohesion by connecting communities through multilingual conversations, helping everyone feel at home in Australia.

Role Purpose

The Senior Series Producer provides editorial leadership and is responsible for assigning tasks and overseeing the production and delivery of English-language audio and video content for SBS Examines' Our Pacific series. The multiplatform journalism includes original reporting, explainers, and



community-informed storytelling to deepen understanding, counter misinformation, and strengthen social cohesion across Australia and the Pacific. Working under the editorial guidance of the Content Projects & Partnerships Manager, the role delivers content for social media and digital platforms and collaborates with Executive Producers from relevant language groups to meet audience's needs. The content produced will be consistent with SBS Codes of Practice, established editorial strategy and other relevant standards and formats.

Main Responsibilities

Editorial Management & Production

- Provide editorial leadership and exercise editorial judgement ensuring content meets SBS editorial standards and series objectives.
- Oversee end-to-end production across digital video and podcast outputs, from story development through to delivery.
- Lead editorial planning, including story selection, commissioning schedules, and production timelines.
- Manage and support a Senior Social Digital Video Producer - setting priorities, workflows, and editorial direction.
- Commission and brief freelance podcast producers, providing primary editorial oversight and final content editing.
- Collaborate and consult with SBS Audio Executive Producers and media organisations in Fiji and Vanuatu to source and develop story ideas aligned with the series' editorial focus. Work closely with the SBS Examinations Executive Producer to ensure editorial alignment with SBS Examinations output with SBS News, NITV, and SBS Audio multilingual teams to maximise reach and impact.
- Maintain strong awareness of the news agenda across Pacific Nations and Pasifika communities, with particular focus on Fijian and Vanuatuan communities in Australia.
- Ensure content is delivered in line with target language audience needs and editorial requirements and reflects an understanding of, and compliance with SBS's Charter, policies, guidelines, legislative and regulatory requirements

Minimum requirements of the role

- At least three years' experience in senior journalism, editorial or content production roles within the Australian media.
- Demonstrated experience leading editorial production, including commissioning, editing and delivering high-quality content to deadline.
- Exceptional writing and editing skills.
- Excellent written and verbal English communication skills.
- Strong understanding of multiplatform journalism production, including audio, digital video and social-first production workflows.
- Experience managing contributors or staff, with the ability to provide clear editorial direction and feedback.
- Experience using a content management system such as Brightspot, Drupal, WordPress, or similar



- Excellent organisational and time-management skills, with the ability to manage multiple projects and competing deadlines. Experience in fostering a culture of diversity and inclusion.
- Strong alignment with SBS's Purpose, Values and Charter

Highly regarded requirements

- Understanding of the cultural, historical, and political contexts of Fiji and Vanuatu.
- Knowledge or experience covering stories for Pasifika communities in Australia, Fiji, and Vanuatu.
- Background or lived experience connected to Fiji and or Vanuatu.

Health and Safety

- Promote and implement compliance with and foster continued improvement of SBS's Health and Safety Management System (SMS) within your operational area

Key relationships with other roles and external stakeholders

- SBS Audio Executive Producers and Program Managers
- SBS Audio Digital, Community Engagement Teams
- SBS News/NITV Editorial Leads

Key Capability

Capability	Level	Behaviour
<u>Coaching</u> (<u>People Leader</u> Capability)	Self	<ul style="list-style-type: none">• Is self-aware and understands own barriers to learning• Shows willingness to overcome personal challenges to learning• Improves performance by applying new skills• Seeks regular feedback• Identifies performance barriers in peers• Applies active listening with patience and openness• Knows when and how to use open and closed questions• Exhibits a coaching style when working with others
Adaptability and Flexibility	Self	<ul style="list-style-type: none">• Smoothly handles multiple demands and shifting priorities• Deals with interruptions positively• Modifies approach to suit different people• Is open to different points of view• Copes with organisational change positively• Deals with a minimal degree of ambiguity in own role
<u>Communication</u>	Self	<ul style="list-style-type: none">• Uses appropriate grammar• Uses appropriate vocabulary• Uses a suitable tone• Speaks at a suitable pace



		<ul style="list-style-type: none">• Speaks clearly using minimal language• Changes language to suit audience• Provides full responses to questions• Provides accurate responses to questions
<u>Customer Focus</u>	Self	<ul style="list-style-type: none">• Follows through on customer/client inquiries, requests or complaints• Distributes useful and up to date information to the customer/client• Determines the needs of the customer/client through probing and listening• Provides friendly, helpful service to the customer/client• Makes sure there is a clear understanding of the customer/client's needs• Offers appropriate solutions to the customer/client• Prioritises work goals that impact the customer/client directly• Diffuses customer/client problems
<u>Decision Making</u>	Self	<ul style="list-style-type: none">• Makes decisions in situations that are well defined• Makes decisions that impact own area of responsibility• Weighs up alternatives according to their likely impact• Weighs up alternatives according to their likely impact on others• Makes decisions in a timeframe appropriate to the work goal• Readily makes decisions when faced with unfamiliar circumstances
<u>Planning & Organising</u>	Self	<ul style="list-style-type: none">• Plans and prioritises own tasks and activities• Establishes short-term plans• Organises resources and activities to meet short-term plans• Recognises the need for deadlines• Meets established deadlines