

Job Description

24 April 2026



AUDIO LEAD News and Current Affairs

Reports to: NACA Managing Editor - Digital

Level 6

Direct reports to this position: Audio Supervising Producers, Audio Journalists

SBS Values, Vision and Purpose

The **Audio Lead** 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 – NACA

The principal purpose of SBS News and Current Affairs is to provide the most accurate, balanced and detailed coverage of international and major domestic news across all platforms.

It is our role to deliver depth and analysis to help our audiences understand often complex issues.

Also key is to showcase stories from within our many communities that reflect constructively on multiculturalism & Indigenous affairs.

Role Purpose

The **Audio Lead** provides editorial and production leadership, content and distribution direction, and team management for the SBS News Audio team. This team produces news podcasts for distribution on the SBS News Website and third-party platforms including daily bulletins, feature podcasts, recurring and one-off



podcast series'. The team also provides news and feature audio scripts for ALC to translate – forming an essential part of our in-language services.

The **Audio Lead** drives daily news and audio feature coverage—breaking news, commissioning, and guiding stories, along with commissioning, oversight and guidance of Audio series using audience insights and digital audio trends to maximise reach. The **Audio Lead** oversees content production, enabling high standards for voicing, presentation, audio production and content style. The **Audio Lead** ensures content is accurate, balanced, and aligned with SBS Editorial Guidelines, while reflecting multicultural and Indigenous perspectives in line with SBS's purpose and Charter.

Responsible for news planning and editorial quality, the **Audio Lead** uses data to inform content decisions and leads a team culture grounded in support, development, and accountability. They manage team operations with a people-first approach and model strong, ethical editorial and workplace behaviours.

The **Audio Lead** takes a principal role in the continued evolution of news podcast content, leading a culture of innovation. They collaborate with the Managing Editor and Platforms Lead on digital publishing and optimisation strategy, staying at the forefront of digital audio trends. They are a proactive collaborator, improving cross-team workflows and optimising newsgathering across NACA, ALC and NITV teams.

Main Responsibilities

Main tasks of the role

Editorial and operational

- Lead the daily and forward news agenda for the Audio team, overseeing bulletins, daily feature podcasts, and recurring and new series from an editorial, operational and production perspective
- Lead commissioning and editorial supervision to deliver compelling, accessible national and international coverage aligned with the SBS Charter, Codes and Guidelines, and strategic priorities (Audience First, Bold and Brave, Distinctive Content)
- Provide day-to-day editorial direction on storytelling, context and style, escalating to the Managing Editor where required
- Maintain strong awareness and understanding of national and international news agendas and relevant context
- Lead collaboration with ALC and production of audio content for ALC translation and distribution, including core and feature podcasts
- Lead story choices to ensure ALC receives a broad variety of content, as relevant to their teams
- Guide Supervising Producers in daily commissioning and oversight of bulletins and features
- Oversee production and editorial of recurring series and special podcast projects, including collaboration with internal content partners



- Lead sub-editing standards across the Audio team, including complex stories and series, working with News Digital leads and sub-editors to maintain consistency and provide constructive feedback
- Sub-edit complex stories, podcast series and special features,
- Oversee breaking news strategy and operations, maintaining high quality and evolving approach to reach broader audiences
- Lead forward planning and coordinate coverage with Digital, TV, ALC and NITV teams, escalating as needed
- Represent Audio in planning, deployment and other cross-newsroom or cross-division meetings to proactively organise forward coverage and make the most of newsgathering across NACA, ALC and NITV
- Take a leading role on major event coverage for the Audio team
- Oversee workflows, adapting to changes in technology and audience behaviour, while supporting innovation and sustainable team practices
- Lead high-quality audio production standards (including voicing, pronunciation and sound), coaching the team to continually improve
- Collaborate across SBS teams (TV, Digital, Video/Social, ALC, NITV) to maximise impact, reduce duplication and surface distinctive stories
- Support management of audience or code complaints, delegating or referring up where appropriate, and providing guidance on corrections
- Oversee delivery of contracted external content (e.g. Auslan, Google)

Digital skills

- Ability to use CMS, Audio production and distribution platforms
- Lead the ongoing development of SBS News Audio products, working with the Platforms Lead and Managing Editor to identify new opportunities to reach audiences
- Oversee optimisation of audio content (SEO, headlines, podcast descriptions, visual presentation), embedding best practice across the team
- Use data insights and digital tools to inform story selection, angles and formats, and contribute to strategic decisions on podcast style and cadence
- Foster a culture of data-informed journalism aligned with SBS's Audience First strategy
- Monitor audience behaviour and trends with the Platforms Lead, recommending and implementing changes as needed
- Drive innovation in storytelling and podcast formats, identifying trends and leading change
- Ensure SBS Audio content remains distinctive in the market and continues to achieve community and industry recognition

Team leadership

- Lead and manage the Audio team, including operations, workflows and team culture
- Lead the team culture, fostering a safe, inclusive and supportive environment aligned with SBS leadership values
- Lead and oversee onboarding and training in partnership with Supervising Producers, and consultation with the Managing Editor
- Build a high-performance, growth-focused culture through regular feedback and performance reviews



- Collaborate with ALC leads to ensure delivery of relevant, high-quality content for language teams
- Work with News Admin to manage rostering, backfill and staffing for major coverage and events, referring up to the Managing Editor where appropriate
- Lead recruitment in consultation with the Managing Editor, maintaining high standards and a rigorous, fair process to set the team up for success

Minimum requirements of the role (Insert e.g. years of experience; specialist qualifications/skills)

- Minimum 5 years + digital journalism experience, with experience in a supervisory capacity
- Demonstrated experience working in national news publications
- Highly developed editorial skills, thorough knowledge of media law, defamation, contempt of court risks
- Audio production skills and ability to train
- Sound knowledge of news podcasting and the digital audio environment

Team Fit

Empathetic leader, leader as coach, passion for news coverage, highly developed editorial skills, innovator with production, organised with ability to manage multiple projects

Financial accountability (Provide the budget/amount responsible for)

\$0

Key relationships with other roles and external stakeholders

- Managing Editor – NACA Digital
- Distribution and strategy: Platforms Lead, SDP Leads
- Digital collaboration: News Editor, Video Lead, Social Lead
- NACA and SBS Collaboration: ALC Collaboration Leads, Planning Manager and Planning Editor, National Editor (TV), International Editor (TV), World News Deputy Editor, NITV and INACA Leads



Key Capability		
Capability	Level	Behaviour
<u>Coaching</u> (People Leader Capability)	Self	<ul style="list-style-type: none"> • <i>Is self-aware and understands own barriers to learning</i> • <i>Shows willingness to overcome personal challenges to learning</i> • <i>Improves performance by applying new skills</i> • <i>Seeks regular feedback</i> • <i>Identifies performance barriers in peers</i> • <i>Applies active listening with patience and openness</i> • <i>Knows when and how to use open and closed questions</i> • <i>Exhibits a coaching style when working with others</i>
<u>Collaboration</u>	Function	<ul style="list-style-type: none"> • Draws all team members into active and enthusiastic participation • Ensures team members work towards common goals • Offers to help others achieve their goals where appropriate • Speaks of team members positively • Makes personal effort to treat all team members fairly • Publicly credits team members who have performed well • Genuinely values team members' input and expertise • Keeps team members informed and up-to-date regarding work in progress • Sets the example for team qualities, such as respect, helpfulness and co-operation
<u>Communication</u>	Function	<ul style="list-style-type: none"> • Makes decisions in situations that are well defined, but broad in scope • Makes decisions that impact the team/function • Weighs up alternatives according to their likely impact on the team/function • Identifies the most appropriate action to meet business objectives • Includes all Self behaviours
<u>Decision Making</u>	Function	<ul style="list-style-type: none"> • Makes decisions in situations that are well defined, but broad in scope • Makes decisions that impact the team/function • Weighs up alternatives according to their likely impact on the team/function • Identifies the most appropriate action to meet business objectives • Includes all Self behaviours
<u>Interpersonal Sensitivity</u>	Function	<ul style="list-style-type: none"> • Shows attention to what is being said and interprets it without assumptions • Encourages others to understand the attitudes, needs and perspectives of others



		<ul style="list-style-type: none">• Is sensitive to verbal signals in group situations• Is sensitive to the unspoken thoughts, concerns or feelings of the team• Listens and observes to understand, predict and prepare for others' reactions• Mediates conflict resolution tactfully among team members• Understands the impact of internal politics on interpersonal relationships
<u>Relationship Building</u>	Function	<ul style="list-style-type: none">• Develops strong internal and external networks to assist with mutual goals• Encourages others to develop strong internal and external networks• Uses key relationships to facilitate the achievement of team goals• Role models effective collaborative networking

Workplace Health & Safety

- Effectively promote and manage the work health and safety arrangements for the team as prescribed by the Health & Safety Management Arrangements.
 - Work Health & Safety Act (Cth) 2011
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 - WHS Hazardous Manual Tasks Code of Practice 2018
 - Work Health and Safety (How to Manage Work Health and Safety Risks) Code of Practice 2018
- Ensure employees are :
 - made aware of their WH&S responsibilities
 - have received adequate safety induction and other WH&S information, instruction and training to enable them to conduct their work safely
 - follow safe work practices
- Ensure the physical and psychological safety of the workplace under your control by:
 - ensuring regular workplace inspections are scheduled and conducted, involve the relevant HSR and recommendations made are actioned in a timely manner
 - ensuring compliance with the relevant standards and legislation in relation to purchase and provision of accommodation, furniture and equipment
 - identifying changes in the workplace/processes that may affect safety and ensuring that any associated risks are identified, assessed and controlled
 - verifying the effectiveness of control measures at appropriate intervals including monitoring compliance with safe operating procedures, site induction requirements and Permits to Work; and
- Ensure all WH&S reporting is accurately completed and submitted within specified timeframes and any follow up actions are completed
- Support/implement early intervention strategies and return to work programs.



Special Broadcasting Service

14 Herbert Street, Artarmon NSW 2064 Australia sbs.com.au
Tel: +61 2 9430 2828

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