

Job Description

06/01/2025



Casual Video Editor, SBS Arabic SBS Technology

Reports to: Senior Post-Production Editor

Direct reports to this position: N/A

SBS Values, Vision and Purpose

The Editor is responsible for undertaking their work in a way that reflects the SBS 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 - Technology

SBS Technology can be thought of as the 'engine room' of SBS. Our primary role is to enable and support the production, distribution, and transmission of content across television, radio, online and social media platforms. Our teams achieve this by working collaboratively to design innovative solutions and deliver end-to-end services for our business stakeholders.

The Technology Operations & Services (TO&S) team are accountable for all internal Technology services involved with getting content produced, edited, and on air.

Role Purpose

To assume full creative and technical responsibility for video editing in the SBS Arabic team. To provide creative and technical expertise regarding editing and to follow the directives of the Editing Supervisor, and News and Current Affairs producers. To deliver timely and accurate livestreaming of Arabic and Mandarin News bulletins via wirecast, Facebook and Youtube.



Main Responsibilities

Main tasks of the role

- Assume full creative and technical responsibility for editing news and digital content as instructed by Producers, Journalists, Senior Post Production Editor or Editing Supervisor.
- Edit all variety of news items to a high standard calmly under pressure and within a tight deadline, ensuring a consistent look and feel in line with the creative direction and SBS standards
- Ensure that items are successfully published to the rundown or any of SBS digital platforms in a timely manner.
- Complete News pre-production tasks using video editing production software (Adobe/Dalet).
- Ability to edit creatively on a broad range of programs for SBS internal and external clients utilising a variety of editing systems including Dalet OneCut & Adobe Premiere Pro and other applications including media asset management (MAM) and production asset management (PAM) solutions as required
- Report any system and/or technical issue to the Editing Supervisor or Media Manager.
- Work shifts across various hours (including non-core hours) 7 days per week (including weekends) as required
- Edit videos for the SBS Corporation as instructed
- Liaise with the line manager, Editing Supervisor, and News Shift Leaders to improve working practices
- Recognises early signs of difficulty and delay and promptly communicates all concerns to the line manager.
- Build and maintain excellent relationship with all editing team members in order to foster a co-operative and highly functional news editing team.

Minimum requirements of the role

- Excellent Dalet, Adobe Premiere Pro editing skills. Further skills in Adobe creative cloud, colour grading and After Effects are desirable.
- Experience in social media platform video editing and/or broadcast television editing for news
- Experience operating livestreaming technologies, such as wirecast, Facebook Live and Youtube
- Ability to make quick decisions in a time pressured environment with competing priorities
- Proven ability to work to tight deadlines in a rapidly changing technological and editorial environment
- Excellent attention to detail
- Great technical and troubleshooting skills
- Must have a high level of proficiency in reading, writing and speaking Arabic

Key relationships with other roles and external stakeholders

- Cross Platform Journalists
- Executive Producer, SBS Arabic
- Cross Platform Journalists, cadets and producers in the wider NACA and INACA pool
- Media manager and other SBS Technology staff fostering a co-operative and highly functional one team environment



Main tasks of the role

Operate and be proficient in the use of all Editing equipment used at SBS Television

- Provide great engaging content with demonstrated editing creativity. Assume full creative and technical responsibility for editing digital videos for SBS Arabic's social media platforms, programmes, news and events
- Deliver regularly as part of a busy editing team by undertaking editing shifts in the roster as required for all program genres - News, Current Affairs, Sports, Documentary and General Entertainment.
- Successfully operate all SBS editing platforms, in particular Adobe Premiere to an advanced level (experience with Dalet OneCut desirable, but not essential)
- Provide advice to producers, journalists and all other stakeholders to continually improve production standards
- Work rostered shifts across 7 days per week as required
- Successfully operate the SBS MAM & PAM management solutions utilising best practice and suggesting possible new ways of working
- Provide creative and technical expertise in relation to multiplatform and online program editing
- Provide content enhancement with the use of Adobe After Effects and Photoshop to add value to existing content output to an advanced level
- Undertake duties in a way that complies with SBS News editorial principals and meets broadcast critical on-air deadlines
- Support the media management and video platforms team in the efficient delivery of all media assets for broadcast and the improvement of the recently implemented MAM solution

Communication and teamwork skills.

- Develop and maintain ongoing communications with internal clients to ensure that they are provided with a creative, efficient and customer-focused gateway for their editing needs
- Participate and encourage teamwork and multi skilling within the Editing department. Provide training as required to other Editors and Broadcast Operations staff
- Liaise with the Editing Supervisor, Senior Post Production Editor and Media Manager to identify and solve equipment maintenance problems and to improve working practices
- Provide reports and feedback where necessary or requested

Procedures

- Identify and initiate procedures to streamline the efficient use of Editing resources
- Expand skill base when possible and follow procedures as directed. Keep up to date and be enthusiastic about changing technologies, production techniques and processes

Minimum requirements of the role

- At least 2 years editing in a News environment
- Qualification in editing for Film and Television/or appropriate relevant experience



Selection Criteria

Criterion 1 - SBS

- As an SBS Team Member demonstrate a positive and enthusiastic understanding of SBS's Purpose and Values and a commitment to a safe, secure and diverse workplace.
- Demonstrate an understanding and alignment with SBS's values and including an ability to contribute to a positive culture through:
 - Being a positive representative or advocate for SBS;
 - Constructive and appropriate interaction with others;
 - Adopting a can do/will do approach; and
 - Displaying a commitment to the team including OH&S, diversity and teamwork goals.

Criterion 2 - Editing Operations

- Proven ability to fully operate the Editing equipment and edit imaginatively after minimal briefing from clients.
- Proven ability to provide creative and technical expertise in regard to editing digital video content, programs, news and other events
- The ability to pick up new technologies and be willing to use those skills when required
- The ability to train staff if required

Criterion 3 - Communication and Organisation

- Highly developed interpersonal skills with demonstrated ability to build relationships within Technology department and with other parts of SBS and external stakeholders.
- Ability to work professionally and effectively as part of a team with collective responsibility for the allocation and management of SBS Editing facilities.
- Well-developed written and verbal communications skills. Good organisational skills including self-motivation, the ability to work under pressure and to assume responsibility.



Workplace Health & Safety

- In relation to Work Health & Safety, you must comply with your safety responsibilities as detailed in relevant Acts, Regulations, Standards, Codes of Practice and the SBS Safety Management System (SMS)
- Comply with Work Health and Safety Regulations and responsibilities
- Ensure employees and clients 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