



Community Broadcasting Officer

Victoria Daly
REGIONAL COUNCIL

POSITION DESCRIPTION

REPORTS TO	Community Safety and Wellbeing Manager	CLASSIFICATION & HOURS	Level 1 Full-Time and Part-Time
DIVISION	Community Safety	LOCATION	Community Based

JOB PURPOSE

Participate in the development and delivery of the local community radio station within the community in conjunction with community members.

DUTIES AND RESPONSIBILITIES;

1. Provide general support for the broadcasting service
2. Assist with the delivery of the broadcasting service
3. Liaise with community members to assist in the development of broadcasting content
4. Regularly update the radios web site
5. Assist with looking after radio equipment
6. Liaison with stakeholders for support

SELECTION CRITERIA

Education Requirements

1. An appropriate tertiary qualification in Media and Broadcasting or proven experience. (desirable)

Experience and Knowledge Requirements

1. Ability to be able to speak publicly to members of the community
2. Demonstrated skills in radio presentation
3. Knowledge of basic computer systems and software applicable to the position
4. Knowledge of the relevant Australian aboriginal language for the location
5. Previous experience and knowledge of, or ability to rapidly acquire knowledge of broadcasting services.
6. Previous experience in working with indigenous people or in situations requiring sensitivity to cultural differences

OTHER REQUIREMENTS

1. Criminal History Check (recent within 3 months)
2. A current Working with Children's Card.
3. A current Drivers Licence

ACKNOWLEDGEMENT

DIRECTOR: Trudy A Braun DATE APPROVED: 12/02/2024

CHIEF EXECUTIVE OFFICER:  DATE APPROVED: 12/02/2024

Community Broadcasting Officer 2024

Final Audit Report


2024-02-11

Created:	2024-02-11
By:	Samantha Parker (samantha.parker@vicdaly.nt.gov.au)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9oe0xFPy5WTeFdjYFmjhJwJeUL5PRmDs


"Community Broadcasting Officer 2024" History

 Document created by Samantha Parker (samantha.parker@vicdaly.nt.gov.au)

2024-02-11 - 11:12:38 PM GMT

 Document emailed to Trudy Braun (trudy.braun@vicdaly.nt.gov.au) for signature

2024-02-11 - 11:12:42 PM GMT

 Email viewed by Trudy Braun (trudy.braun@vicdaly.nt.gov.au)


2024-02-11 - 11:17:19 PM GMT

 Document e-signed by Trudy Braun (trudy.braun@vicdaly.nt.gov.au)

Signature Date: 2024-02-11 - 11:17:34 PM GMT - Time Source: server

 Document emailed to ceo@vicdaly.nt.gov.au for signature


2024-02-11 - 11:17:35 PM GMT

 Email viewed by ceo@vicdaly.nt.gov.au

2024-02-11 - 11:21:29 PM GMT

 Signer ceo@vicdaly.nt.gov.au entered name at signing as Brian Hylands

2024-02-11 - 11:21:51 PM GMT

 Document e-signed by Brian Hylands (ceo@vicdaly.nt.gov.au)

Signature Date: 2024-02-11 - 11:21:53 PM GMT - Time Source: server

 Agreement completed.

2024-02-11 - 11:21:53 PM GMT