

Position Title	Team Leader
Team	Strategy
Department	ABC International Development (ABCID)
Location	Pacific flexible (Suva, Fiji or Port Moresby, PNG preferred)
Reports to	Project Director
Salary	Commensurate with experience

Purpose

This position is a new leadership role focused on implementation of Phase 4 of the Pacific Media Assistance Scheme (PACMAS), offered on an initial 12-month contract.

Background

This position sits within the Australian Broadcasting Corporation (ABC) International Development Unit (ABCID). The ABC is Australia's national broadcaster, funded by the Australian Parliament. It operates independent from Government through the ABC Act and Charter, overseen by the ABC Board. ABCID manages and implements media development and communication for development projects throughout the Asia Pacific region.

ABCID manages the Pacific Media Assistance Scheme (PACMAS), which is funded by Australia's Department of Foreign Affairs and Trade, as well as other media development projects in the Pacific. PACMAS is a multi-country program with a priority focus on Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu, and also providing opportunities to media and journalists in Federated States of Micronesia, Marshall Islands, Niue, Nauru, Palau and Tuvalu.

Key Accountabilities

The Team Leader provides overall leadership for the PACMAS team spread across PACMAS priority countries and ensures that coordination with Australia-based members of the team is taking place. The Team Leader reports to the PACMAS Project Director, manages the PACMAS Project Manager and liaises directly with the PACMAS Operations Manager to ensure deliverables are met. The Team Leader is the primary liaison with local stakeholders including media businesses, media associations and DFAT-Post staff.

The Team Leader requires the following skills and attributes:

- Understanding of the Pacific media landscape, including media organisation management, editorial policy, multi-platform content production and media association development. Experience in at least two of these areas is desirable.
- Ability to work collaboratively and flexibly with a dispersed Pacific and Australian team.
- Capacity to influence and nurture creative and effective leadership across the team.
- Demonstrated commitment to teamwork, flexibility, innovation, learning, listening, clear communication, multi-tasking, taking a solutions-based approach to problem solving.
- Demonstrated relationship management and representation skills at multiple levels with international, national, and local stakeholders, with a view to further country-to-country, broadcaster-to-broadcaster and people-to-people relationships.
- Proven ability and/or comparable experience to develop and implement strategies and activities in line with the program design, budget, and timelines.
- Proven results-driven approach, working with people from different countries, cultures, languages, and backgrounds in a respectful and collegiate manner.
- Understanding of the Pacific development landscape with emphasis on media and communications and cross-cutting development themes gender equality and social inclusion.
- Understanding of ABC governance, policies, and reputation.

Specific role requirements include:

- Overall responsibility for implementation of project activities and M&E in PACMAS priority countries, including high-level oversight of the delivery of planned project outputs and activities against timeline and budget.
- Ensuring appropriate project reporting and high-quality performance information in relation to outcomes, outputs, and activities, is developed as required.
- Financial and resource management of PACMAS as per ABC human resource, financial, procurement and other relevant policies.
- Ensuring the PACMAS team receive guidance, mentoring and feedback on a regular basis.
- Maintaining relationships with key media counterparts at media businesses and media associations evenly spread across the region to support on-going capacity building.
- Support stakeholder partnerships and collaboration with likeminded organisations to increase media professionalism and resilience across the region.
- Providing advice to ABC senior management as requested including on other programs in the ABCID portfolio.
- Contribute to ABCID's overall strategy and identify future issues and opportunities.
- Guide and support regular ABCID team planning and reflection activities.

The Team Leader ensures:

- PACMAS leadership (Team Leader, Project Manager and Operations Manager) and broader team is strong, collegial, and unified in their approach to implementation.
- Key stakeholder relationships are open, productive and outcome-oriented.
- A high level of responsiveness to donor issues and requests.
- Quality reporting and communications materials are produced and meet internal and external requirements.
- Overall responsibility for ensuring all corporate risk and fraud issues are proactively identified, reported, and managed following ABC and DFAT policies.
- Active promotion of ABC values and application of relevant workplace policies & guidelines.
- Cooperation with any reasonable instruction, procedure or policy relating to safety and take reasonable care for your own safety and that of other people who may be affected by your conduct while at work.

Key Capabilities/Qualifications/Experience

1. At least five years' experience in a relevant discipline, such as media business management, project management and or international development.
2. Extensive experience in broadcast, print or digital media.
3. Knowledge and understanding of capacity development and demonstrated experience in organisational capacity building in a development context.
4. Evidence of highly effective leadership and staff management, particularly in a cross-cultural environment.
5. High level written and verbal communication skills with internal and external stakeholders
6. Excellent project management skills.
7. Demonstrated financial management, planning and organisational ability.
8. Experience of working in challenging environments that require adaptability and resilience.
9. Hold a current driver's license.
10. ABC Principles: Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent
11. Understanding of the relevance and scope of ABC policies and the ABC Principles and a commitment to adhere to these.
12. Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.
13. Commitment to child protection as ABCID is a child safe work environment.
14. Commitment to the DFAT Preventing Sexual Abuse, Exploitation and Harassment Policy (PSEAH).

Note: All applicants must undergo our child safe recruitment procedures and adhere to the ABCID and DFAT Child Protection/Safeguarding Children and PSEAH policies. All staff must sign and agree to conform to the Safeguarding Children Policy and Code of Conduct and agree to abide by the DFAT PSEAH policy as a condition of employment/engagement with the organisation including, but not limited to, a police check.