

JOB OFFER



JOB TITLE :	Broadcast Content Co-Ordinator
DEPARTMENT :	Broadcast
REPORTING TO :	Director Broadcast (under the day to day guidance of the Creative Producer for year 1)
MANAGING OTHERS :	No

ABOUT WORLD ATHLETICS

World Athletics is the international governing body for the sport of athletics that includes track, field and road events. It includes 6 continental federations and 214 national federations, each a member of World Athletics.

World Athletics organises leading athletics competitions worldwide including a number of World Athletics Series (WAS) events and its flagship, the biennial World Athletics Championships. It also administers One-Day Meeting circuits such as the World Indoor Tour, Continental Tour, Wanda Diamond League and Road Race Label events. Athletics is the no. 1 sport in the Olympic Games.

World Athletics is based in Monaco, has a staff of over 90 representing 21 different nationalities. Lord Sebastian Coe was elected as the current World Athletics President in August 2015 and reelected in 2019. He has since instigated a period of high-profile organisational transformation and modernisation, as well as wide-spread reforms across the sport globally.

In 2020, WA announced its 4-Year Strategic Plan: [Strategy For Growth](#) with the vision to use the power and accessibility of athletics and our athletes to create a healthier and fitter world.

Our Mission:

GROW: Grow the sport of athletics and make it relevant in people's lives and in the lives of their communities.

INSPIRE: Create globally appealing and accessible competitions, events, and activities so our talented athletes can entertain and inspire the world.

LEAD: Be the best example of a well-governed sports federation taking brave leadership decisions and valuing partnerships

The sport continues to undergo radical review, which includes remaining relevant, revenue generation, rule reviews, relationships, rebranding, reengineering elements of the sport and reconnecting the world's biggest sport movement, running, with the elite events that people love to watch. Needless to say, this is an exciting, stimulating and busy time to join World Athletics.



GENERAL OVERVIEW OF THE POSITION

This is an exciting new and important position in the World Athletics Broadcast team that will ensure World Athletics is restoring, capturing and securing all of its valuable broadcast footage into an archive platform for future use, in the most efficient way possible.

It will also oversee the safe delivery and management of live content during Events onto the new-to-launch Content Hub which is a new strategically important platform intended to deliver content to stakeholders quicker and easier and intended to help grow athletics audiences around the world.

The successful individual will also have responsibility for individually producing certain types of content (e.g. for social media) and as such they will need good editing skills and capabilities in creating content.

DESCRIPTION OF KEY RESPONSIBILITIES OF THE POSITION

- To ensure content from every World Athletics Series (“WAS”) Event, Continental Tour and World Indoor Tour meeting is safely delivered and stored from the Host Broadcaster onto World Athletics’ in-house archive systems, in the correct formats and on time. This may involve being on-site for events or managing directly from HQ depending on each event.
- Responsibility for overseeing the full digitisation and restoration of the World Athletics archive from tapes and onto new digital platforms, working closely with internal departments such as IT to ensure appropriate facilities are in place.
- Responsible for successfully delivering content during WAS Events onto the Content Hub to ensure ease of access for all relevant stakeholders that have rights to the platform. This project will involve scoping out the full end-to-end delivery workflow from content production through to publication on the platform, and subsequently capturing relevant data to understand success metrics
- To be a liaison between Host Broadcasters and World Athletics to ensure content requirements are clearly laid out, agreed and delivered on time and to specification
- Key responsibility at World Athletics as the go-to person for archive retrieval requests, which will involve search and recover and delivering content as requested.
- Support the rest of the Broadcast team in producing differing types of content requests as required by internal functional areas.

SKILLS & EXPERIENCE REQUIRED

- 2 to 5 years’ experience using the required skills/ in a comparable position
- Technical understanding of broadcast operations and the role and function of a host broadcaster within an overall sports federation.
- This person needs to be well organised and well-structured and capable of putting together project plans with key deliverables in order to ensure content is delivered and captured as required.

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- Proven track record of the excellent understanding and experience of content production (Editing techniques and softwares) to be capable of producing content as requested.
- An understanding of how the broadcast landscape is rapidly developing and changing and how new technologies could potentially benefit World Athletics and its partners.

SOFT SKILLS & EXPECTED BEHAVIOUR

- Be a person of impeccable integrity
- Be approachable and receptive to individuals both internally and externally
- Ability to cope with occasional times (during events) of long hours and high pressure where deliverables are often timely with others depending on them
- Needs to be well versed with up-to-date broadcast techniques and changes in the industry and looking at what new technologies are available to start using
- Capable of managing multiple requests at the same time, occasionally needing to manage priorities accordingly
- Be confident in challenging the status quo and asking questions about the most efficient ways of working
- Ability to work flexibly and collaboratively in a team spirit
- Genuine interest in sport
- Willingness to travel occasionally

LANGUAGES & IT

- Good verbal and written communication skills in English
- Experienced and capable with using modern editing techniques on Mac and using latest software such as Final Cut Pro X, Adobe Suites and a good understanding of social media platforms such as YouTube.

EDUCATIONAL BACKGROUND

- Media and Broadcast studies

HOW TO APPLY

WA is an equal opportunity employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion and belief.

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To apply candidates should send the following in English emploi@worldathletics.org before 24th May 2021 ;

- Letter of application highlighting your motivation for the post and relevant experience
- Up to date curriculum vitae
- Details of current remuneration
- Names and contact details for three referees (referees will not be contacted until final interview stage)