

**Job Description**

**Job Title: Sports Presenter/Producer**

**Department: TVC News**

**Reports to: Sports Editor**

**Location: Lagos**

**Employment status: Full Term**

**PURPOSE**

The Sports Presenter/Producer will work with the Sports Editor in using their presentation and speaking skills to accurately and concisely deliver the Sports news to our teeming audience.

**PRINCIPAL ACCOUNTABILITIES**  
**(IPE Factors: Impact & Innovation)**

- Anchor Programmes and sports segment on the news
- Assist in creating news and programme rundown
- Source stories online/wire
- Produce sports copies and corresponding videos or graphics
- Other duties as assigned.

**Key Performance Indicators**

- Ensure news content is 100% compliant to NBC Code, Ofcom, libelous and defamation-free.
- Increase current ratings from 2% to 4% share
- Must adhere to TVC policy on clothing and be on set 10 minutes before airtime
- Ensure 100% percent error free news cast/programme presentation
- Improve current production output by 10%

## **WORK/BUSINESS CONTACTS AND AUTHORITY**

### **(IPE Factor: Communication)**

Internal

- IT
- Finance
- Audit
- Admin
- News
- Commercial
- Technical

Relationship is shared to achievement of a common objective.

Sports Federation  
Sports Personalities  
Local & International Sports Organizations  
The Football Federation

## **REPORTING AND SCOPE**

### **(IPE Factor: Knowledge-Teams & Breadth)**

- The position reports directly to the Sports Editor
- The position scope is Domestic
- Direct Reports: Assistant Sports Producers

## **CRITICAL QUALIFICATIONS/SKILLS/EXPERIENCE**

### **(IPE Factor: Knowledge)**

- Well versed in national and international sports.
- Strong writing skills.
- Strong editing skill.
- Team spirit.
- Interpersonal relations skill.
- Accuracy/thoroughness.
- Delegation skill.
- First degree in Mass Communication, Humanities or its equivalent. Post Graduate qualification will be an added advantage
- Minimum of five (5) years' experience in similar position.

**LEARNING & CAREER OPPORTUNITIES**

In this position, the incumbent will have an opportunity to acquire skills and knowledge in the following areas:

- Effective Presentation and Communication skills
- Knowledge and experience of the business and its intricacies and ability to communicate in business terms
- Analytical Skills
- Employee Relations
- Delegation Skills
- People Management Skills