



JOY 94.9

Victorian Pride Centre
Level 1, 79-81 Fitzroy St
St Kilda, VIC 3182

T 03 9267 6000

Social @joy949

Web joy.org.au

POSTION

Description	JOY Interview Coordinator
Team	Services Income
Reports to	Services Income Manager
Direct reports	NA
Status	Part Time (0.5) initial 12-month contract
Location	Level 1 Victorian Pride Centre 79-81 Fitzroy Street, St Kilda, Vic, 3182

JOY Media's Purpose

JOY Media (JOY) is Australia's LGBTIQ+ community media organisation, listed on the Australian Charities and Not for Profit Commission Register, with the purpose of building a more inclusive society. We do this by providing the opportunity for freedom of expression, the breaking down of isolation and the celebration of the culture, achievements, and pride of the diverse rainbow community.

You can hear and see stories from the LGBTIQ+ community and our allies on JOY 94.9 Radio (FM and DAB+), online via livestream, in JOY Podcasts and on JOY TV 24 hours a day, 7 days per week at joy.org.au

JOY sustains our work through donations, memberships, philanthropic funding and by providing income generating services to the community including advertising, live broadcasting, podcasting, audio visual and talent provision.

Based in St Kilda, Melbourne, Australia, the JOY team consists of a small paid staff and a large volunteer cohort who together bring news, music, information, and entertainment to our rainbow community and allies.

From our on-air presenters to our support teams, newsreaders, podcasters, and everyone in-between we aim to represent our listeners because we are them.



The values you will bring to your work

Joyous - a celebration of diversity, talent, music and entertainment

Inclusive - a safe and supportive environment for all members of the LGBTIQ+ communities

Courageous - a way to change lives by speaking out, sharing stories and challenging boundaries

The role overview

Based in Melbourne, JOY has traditionally produced content locally by our volunteers and small paid content making team.

Leveraging digital streaming and podcasting channels, JOY is now a global media organisation and within that we reach all parts of Australia and the world through our app, media player and podcast library and in addition third parties such as IHeart radio and Tune In radio.

With this reach comes greater accessibility opportunities to use JOY's platform, for LGBTIQ+ community members and groups across Australia.

Encouraging and facilitating the inclusion of remote content makers, will see JOY become a content aggregator, as well as a content creator. By doing this JOY will become even more diverse, inclusive and representative of the broader Rainbow Community, who do not have access to our physical spaces at the Victorian Pride Centre.

To assist in building and maintaining relationships with content makers and content providers (external to JOY), we are now seeking a new member(s) for our team, to be known as JOY's Interview Coordinators.

The JOY Interview Coordinators will work with JOY's Services Income Manager and the broader Australian community to build relationships to seek out, encourage and facilitate content that is relevant to the rainbow community and our allies, to bring that content to our broadcasting team to be shared across our channels.

The JOY Interview Coordinators will work with numerous JOY programs, including the flagships shows, to ensure the briefs are met.

Working with our content matrix, the interview coordinators will identify gaps including under-represented demographics and geographical locations, targeting these communities to encourage and support participation in our platforms. In addition to general interest content, the interview coordinators will focus on covering issues of interest to the indigenous, youth, ageing, people living with disability, and multicultural and multi faith people living within the rainbow community.

Working with the Leadership Team, and Content Makers, you will continue to develop JOY's Content offering, ensuring it reflects the needs of, and represents the LGBTIQ+ community and our allies.

All position holders at JOY are required to perform their duties in accordance with current organisational policy and procedures and relevant ACMA and CBAA requirements; to minimum performance standards and ensure adherence to the JOY Melbourne Inc. rules of association; comply with health and safety guidelines and instructions to ensure a healthy, safe, and environmentally responsible workplace; and cooperate and comply with equal opportunity legislation.

Your key responsibilities

The JOY Interview Coordinators will work to:

- build relationships internally and externally to seek out, encourage and facilitate content that is relevant to the rainbow community and our allies and to bring that content into our broadcasting team to be shared across our channels.
- Work in sync with our Services Income Team to ensure commercial content is identified and directed to the sales team

- ensure content from under-represented demographics and geographical locations are represented
- focus on covering issues of interest to the indigenous, youth, aging, people living with disability, and multicultural and multi faith people living within the rainbow community.
- act as the bridge between our current team and under-represented communities, building the diversity, inclusivity and participation in JOY's content
- assist with program production of flagship and other programs on JOY by identifying and securing interview opportunities in sync with program design and content matrix

Our key selection criteria

Required skills, knowledge, and experience

- Knowledge of and at least five years experience in media content creation, sales and delivery, including a strong understanding of community broadcasting regulatory requirements
- Living and practicing within the LGBTIQ+ community, continuously integrating that knowledge into your practice
- Demonstrated ability to engage internal and external stakeholders to create content diversity success
- Excellent written, verbal and presentation communication skills

Academic qualifications / technical skills

- Experience in media content creation and delivery
- Strong working knowledge of Microsoft Office Suite including MS Teams
- Please note successful applicants will need to undertake or hold current police and working with children's check.

Application process

To apply for this role, please forward your CV and covering letter, addressing the Key Selection Criteria in detail to recruitment@joy.org.au by 12 noon, 15th July, 2023.