

TITLE: Editor – Producer Team

BASIC FUNCTION:

Creates original, enterprise radio programming for broadcast by developing coverage plans and editing the work of KXYZ producers.

DUTIES AND RESPONSIBILITIES:

- Supervise producers in the creation and delivery of interviews and features.
- Develop coverage plans by reviewing story pitches by producers and assigning stories as appropriate.
- Edit interviews and features for broadcast and online with an emphasis on maintaining the focus of the story and interview best practices.
- Backup Executive Producer and Managing Producer as assigned
- Coordinate coverage of breaking news at the direction of the Managing Producer and Managing Editor.
- Use audio editing software to edit and mix stories.
- Work off hours as needed to insure coverage of critical breaking news
- Assist in the development and implementation of KXYZ's editorial priorities.
- Apply KXYZ editorial standards to all broadcast and published content
- Help with on-air pitching during fundraising as needed
- Perform other duties as assigned.

SUPERVISION RECEIVED

Position reports to Managing Producer

SUPERVISION EXERCISED

This position supervises Producers.

POSITION QUALIFICATIONS

Required:

- Five years of professional journalism experience at a large market level
- Two years radio broadcast editing or equivalent
- Demonstrated leadership skills in a news department
- Excellent planning and interpersonal communication skills
- Ability to work under deadline in a team-oriented approach
- Experience in digital audio editing and engineering
- Bachelor's degree
- Equivalent combination of education and experience may substitute for stated requirements.

Preferred:

- Knowledge of the (xyz region)
- Supervisory experience or equivalent combination of training and education