



JOB POSTING

Full-time KID News Produce

November 22, 2021

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| City | Idaho Falls |
| State | ID |
| FLSA Status | Full-time, non-exempt |
| Position Closing Date | Until filled |

JOB SUMMARY

Rich Broadcasting is searching for a Full-time News Producer, who exhibits strong journalistic integrity for its Idaho heritage News Talk station, KID's ideal candidate will have strong written and verbal skills, be organized able to multi-task, and possess a strong knowledge and passion for news and politics. In addition to the daily prep for the afternoon drive show, candidate will be responsible for contributing during live talk segments, producing audio news packages, recording news and weather updates, arranging guest interviews, assisting in maintaining all digital platforms including social media and other duties as assigned.

KEY RESPONSIBILITIES

- Protect the Rich Broadcasting brand, create innovative on-air programs and propel the success of the stations in the market
- Protect the FCC license of the station
- Conceptualize, write, edit, and produce a radio newscast that is both accurate and timely
- Ensure that host has received broadcast materials in a timely manner
- Have an excellent on-air presence and voice quality and be able to enunciate clearly and read copy fluently
- Be knowledgeable of current affairs, community events and political
- Attend all required station and department meetings and air-check sessions
- Assist in updating all online properties, including web and social networking sites
- Attend remote broadcasts, station promotional events, and make personal appearances as scheduled by the station or requested by clients
- Schedule interviews and guests
- Research and suggest show topics
- Fill in for other personalities as assigned
- Carry out other critical duties as outlined by Program Director
- Represent Rich Broadcasting in the highest regard within the community and business environment
- Cultivate community relations to benefit Rich Broadcasting as a whole
- Must be able to develop and maintain effective communications with both internal and external business partners
- Work in compliance with company policies and procedures.

QUALIFICATIONS

Work Experience Required

- A minimum of year of prior reporting/editing/producing experience for a radio and or television station

Skills & Abilities Required

- Excellent on-air presence and voice quality
- Strong written and verbal communication skills
- Knowledge of various audio formats, including .wav, .mp3, and more
- Strong computer skills and ability to learn new software applications quickly
- Able to work hours required. Work more when more when required to meet deadlines including weekends, holidays, evenings, etc.

Education Required

- College level education in journalism or related field for equivalent experience

Interested in this position and joining our amazing team?

Qualified candidates are invited to visit our website today to complete our online application and submit your resume.

An Equal Opportunity Employer