



Colorado Public Radio Job Description (March, 2017)

Position: Editor/Producer Community Content
Reports To: VP News
FLSA Status: Exempt
Department: News

Summary:

This new position will scour the state for voices, stories and community events that can be developed as programming for CPR's news service. This could include storytelling events, forums on issues and ideas, TedX and other individual speaker events and podcasts in and about the Rocky Mountain West. In addition to turning events into programming for air and digital platforms, the editor will produce occasional features, and will explore podcast opportunities for CPR material and community podcasts. This position will also provide editing support for radio features.

Essential Duties and Responsibilities:

- Develops content from events in the community - forums, conferences, open mic nights, festivals - for radio and digital platforms, podcasts.
- Evaluate and plan the best ways to tell stories - interviews, features, profiles - and media - audio, text, video, performances in the CPR studio remote recordings, etc.
- Develops relationships with media partners to share CPR content and add content produced by partners that meets CPR News goals in key topic areas including Arts, Business, Education, Energy & Environment, Health and Government.
- Assesses content produced by CPR News for podcast potential.
- Ensures that external content meets CPR standards.
- Participates in all assigned fund-raising and outreach activities, on air and off.
- Non-standard working hours and travel across the state from time to time.

Core Competencies:

- **Change/Adaptability/Flexibility:** Adapts to change that benefits CPR, is open to new ideas, takes on new responsibilities, handles pressure, adjusts plans to meet changing needs.
- **Communication:** Communicates well both verbally and in writing, promptly shares information and ideas with others throughout the organization as appropriate, has active listening skills, can negotiate and persuade as needed.
- **Results Focus/Initiative:** Targets and achieves results, sets challenging goals, prioritizes tasks, overcomes obstacles, accepts accountability, sets high standards and takes responsibility, provides leadership/motivation.
- **Collaboration:** Working collaboratively with others to solve problems, achieve common goals and positive results. Listens to others and values opinions. Is open with other team members



and expresses disagreement constructively. Seeks opportunities to work on teams as a means to develop experience and knowledge.

Qualifications:

- Identification with the mission and purpose of Colorado Public Radio.
- Minimum 3 years working in journalism.
- Solid journalism credentials, impeccable ethical standards.
- Multimedia experience: audio, print, visual.
- Proven editorial skills, including writing, editing - ideally for both broadcast and online.
- Thorough understanding of public radio news values and ethics, strong news judgment.
- Breadth of familiarity with Colorado organizations and institutions ideal.
- Strong interpersonal skills with a team orientation and ability to work both independently and interdependently to achieve goals.
- Good organizational skills, attention to detail, able to meet deadlines and work productively in a team environment.
- Excellent written and oral communications skills; radio experience ideal.