COLORADO PUBLIC RADIO
Job Description (June 2018)

Job Title: Regional Reporter Colorado Springs
Reports To: Editor
FLSA Status: Exempt
Department: News

Summary:

The Regional Reporter develops this geographic beat that is based in Colorado Springs and encompasses southern Colorado. This reporter covers major news developments in the region while also looking for the untold stories that define the place. Reporter will also coordinate with the Denver-based beat reporters - education, environment, government, health, justice, arts and business - to help expand our coverage of those beats in Colorado Springs. They will produce newscast items and in-depth feature reports for radio, digital and social media platforms.

Essential Duties and Responsibilities:

- Identifies trends and newsworthy developments in the region with a statewide interest and relevance.

- Manages the beat by recognizing top priorities, communicates effectively with editor and other beat reporters as needed.

- Researches, writes, reports, edits, and voices radio stories weekly for morning and afternoon news magazines. Provides soundbites, wraps and voicers for hourly newscasts. Expected to join Colorado Matters’ host on air with updates and debriefs as needed as well as providing debriefs with news magazine hosts.

- Coordinates, writes and produces digital content with the features editor and digital team. This person is expected to take photographs on assignment, tweet from the field and provide explainer material to digital ahead of major developments on the beat.

- Works with editor to engage community members through CPR News social and engagement channels. Monitors Facebook groups, Reddit threads and other social media forums to identify and report relevant stories to CPR’s audience.

- Participates in assigned fund-raising and outreach activities, on air and off.

- Other duties as assigned.
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.

Knowledge and Competencies:

- Identification with the mission and purpose of Colorado Public Radio.
- Three years journalism experience preferred.
- Broadcast experience preferred, public radio experience ideal.
- Experience covering military is beneficial.
- High-level writing and editing skills, demonstrated ability to identify key developments and distill complex matters.
- Self-starter who is able to work and communicate with a remote editor.
- Position is based in Colorado Springs or near and requires working non-standard hours and some travel.

Updated: June 2018