Position Description:

**Regional Journalist**

**Reporting to:** Bureau Chief, Wellington  
**Location:** Hawkes Bay  
**Date:** February 2020  
**The role:**

As Regional Journalist you’ll carry out research and interviews to gather news information and to write, edit and voice news items and extended pieces on air and online.  
As an independent and commercial free public service broadcaster, RNZ’s purpose is to serve the public interest.

**Position accountabilities**

- Break news, and regularly contribute ideas for original, investigative and enterprise stories.  
- Report live on air and online on breaking news, and running stories.  
- Research and write stories on news topics relevant to the broad Hawkes Bay region.  
- Be prepared to travel and stay away from home at short notice as news stories demand.  
- Report in daily to the Bureau Chief, and more frequently as necessary.  
- Contribute daily, weekly and longer term to our planning process, adhering to deadlines, guidelines and formats.  
- Write clear, sharply-angled news copy, and more detailed background, feature and analysis copy as necessary.  
- Update new directions and story developments / follow-ups, as required.  
- Foster and maintain a widespread network of contacts to bring in and break news stories.  
- Provide audio and visual material as required for all platforms, using relevant and up-to-date audio and visual editing and production skills.  
- Provide digital, programmes, bulletins and the social media team with coverage updates, copy, audio, visuals, interviews, live input, back-ground and feature material as required.  
- Accomplish high quality work within deadlines and according to RNZ editorial policy and standards.  
- Develop and maintain strong relationships with newsroom staff, work collaboratively with the team, and maintain effective liaison with other parts of RNZ.  
- Ensure any and all public representation maintains RNZ’s reputation as independent, impartial, balanced and free of opinion.  
- Undertake training and development, as directed.  
- Other tasks and assignments as may be required from time to time.  
- Shift work, as required.  
- Take responsibility for own health and safety and that of others.  
- Participate in any safety meetings etc. as required by RNZ.  
- Comply with the Health & Safety policies and guidelines and complete responsibilities relating to the Health & Safety Business Plan.  
- To maintain broadcast continuity in an emergency, you may be required to carry out other duties suited to your skills and experience. This may involve you being temporarily relocated to another RNZ site if required, usually in a major city.

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[1] All copy and content must meet company standards of accuracy, balance and credibility and be in line with the RNZ’s Editorial Policies, standards and style guide.
Candidate Profile / Person Specification

Education/Qualifications

- A relevant tertiary journalism qualification.
- Gain at least a General on-air pass at RNZ audition: clear vocal delivery with non-distracting speech, good interpretive skills and adequate interviewing skills, good Maori and Pacific Island language pronunciation skills.

Knowledge, experience and skills

- Significant reporting experience, news sense and editorial judgment to a level sufficient for senior rounds work.
- Knowledge of and interest in New Zealand news and current affairs.
- Advanced and reliable knowledge of media law and broadcasting standards.
- Strong demonstrated initiative in news gathering and processing and research skills.
- Understanding of and experience with digital media and producing online content is preferred.
- Able to read and write phonetics, or development towards is desirable.
- Strong interpersonal and communication skills.
- Able to establish, develop and maintain good contacts.
- Effective networking with cultural and other community groups.
- Well-developed analytical skills.
- Story initiation skills.
- Ability to identify, develop and complete story assignments.
- Consistent high level of initiative, originality, writing, processing and on-air skills.
- Advanced live-to-air and live question and answer skills.
- Ability to produce first-class and innovative packaging through the use of audio, sound (colour) and voice.
- Ability to collect and process video and suitable photographs for website
- Ability to write and produce for a range of outlets and media, including for the website as well as broadcast and producing longer documentaries, such as Insight.

Personal Attributes

- Quickly adapts to need for change, is flexible in approach
- A self-starter, able to work independently and without supervision.
- Broadcast quality voice.
- Ability to work under pressure and meet deadlines.
- Commitment to producing a consistently high standard of work.
- Tenacity - the ability to develop and maintain good contacts in the region.
- Ability to work in geographical isolation from other RNZ staff and to maintain own support networks

Recognition of the value of cultural and community diversity.

Competencies (definitions available on request)

- Leadership and teamwork
- Strategic capability
- Managing self
- Outcome driven
- Management
- Building relationships