

RNZ – Position Description

Position Description

Date	May 2021
Location / Business Unit	News, Wellington
Reports to	Business Editor
Key Relationships	Business editor, Executive editor (Business/Sport/Rural), fellow team members; news, digital and programme staff.
Type of role	Full-time, 12 months Fixed-term

The Role / Position Purpose

You will be a self-starter, looking to explain the big stories in business and Economics. You will generate original stories, clear explanations of difficult business and economic issues and can turn your hand to helping the output of our top Business team. You will be able to delve beneath the headlines and succinctly explain the fuller picture to our audiences. We operate across many platforms but especially radio and digital, so you will hit the ground running on speaking to our audiences.

As an independent and commercial-free public service broadcaster, RNZ's purpose is to serve the public interest.

Position Accountabilities

Outcomes/Accountabilities required	Likely/expected actions contributing to achievement of outcomes
<p>Content strategy:</p> <ul style="list-style-type: none"> (1) RNZ will be a market leader for Economics and Business News. (2) Stories will be relevant, independent, comprehensive and impartial; they will resonate with both a Business audience and a General one. (3) Stories will reflect the impact an issue, investigation or event has on people. (4) Stories will often explain a complex issue to audiences who may need guidance to understand it. (5) Original stories once broken, will be actively pursued to extract full value. 	<p>Content strategy:</p> <ul style="list-style-type: none"> (1) Much of your work will be in explaining the big stories of the day in Business and Economics across programmes and platforms. Creation of journalism which people can connect with. (2) Work with the Business Editor to develop interesting, arresting ways to tell the big stories of the day. (3) Research and write, voice stories. Write clear sharply-angled copy and look for ways explain, give perspective to an issue. (4) Foster and maintain a widespread network of contacts to bring in and break news stories in Economics and Business.

<p>(6) RNZ audiences will be able to access good Business and Economics journalism across many platforms, with special focus on key areas like Morning Report, Checkpoint, Digital.</p> <p>(7) Audiences enjoy the journalism; growth is achieved as a result and the work is recognised for its quality and ability to engage with people.</p>	<p>(5) Provide audio material to a high standard as required for all outlets, using relevant and up-to-date voice, editing and production skills.</p> <p>(6) Be responsible for developing our storytelling across both radio and digital, using the inherent strengths of each platform to engage audiences.</p> <p>(7) Maintain a multi-media focus, liaising with the digital news team and working as required on multi-media stories, including the use of the written word, audio, photographs, video, graphics, links, user-generated-content and social media, where appropriate.</p> <p>(8) Help plan and develop in-depth storytelling which resonates with audiences.</p> <p>(9) Take personal responsibility for ensuring content meets appropriate RNZ standards;</p> <p>(10) Model a collegial and constructive approach that reinforces an 'audience first' focus and encourages team work.</p>
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Outcomes/Accountabilities required	Likely/expected actions contributing to achievement of outcomes
<p>Relationship management:</p> <p>(1) Work with the Business Editor to ensure top quality business stories and backgrounders.</p> <p>(2) Key relationships with colleagues are maintained.</p> <p>(3) You work actively to promote Business and Economics stories across key programmes and platforms.</p> <p>(4) To model at all times a collaborative approach</p>	<p>Relationship management:</p> <p>(1) Maintain good contacts with top Business and Economics experts. You should be one of the people they want to speak to.</p> <p>(2) Promote a collaborative working approach with staff.</p>

Reporting Responsibilities

- Research and write stories on news topics relevant to areas of responsibility, as well as general news.
- Write clear, sharply-angled copy¹.
- 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 material as required for all outlets, using relevant and up-to-date voice, editing and production skills.
- Provide programme outlets with advice, interviews, live input and back-grounding, as required.

¹ All copy and content must meet company standards of accuracy, balance and credibility and be in line with the Radio New Zealand's Editorial Policies, standards and style guide.

- Provide suitable online content (copy, audio and visuals)
- Be responsible for developing our story-telling across both radio and digital, using the inherent strengths of each platform to engage audiences.
- Maintain a multi-media focus, liaising with the digital news team and working as required on multi-media stories, including the use of the written word, audio, photographs, video, graphics, links, user-generated-content and social media, eg Twitter where appropriate.
- Accomplish high quality work within deadlines and according to RNZ editorial policy and standards. Develop and maintain strong relationships with newsroom staff, and work collaboratively with the team.
- Collaborate and maintain effective liaison with other parts of RNZ.
- Ensure any and all public representation maintains RNZ's reputation as independent, impartial and balanced.
- Undertake training and development, as directed.
- Undertake production duties as required.
- Other tasks and assignments as may be required from time to time.
- Shift work, as required

Health and Safety

- 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.

Emergency Management / Lifeline Utility Role

- 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.

Organisational

- Be aware of and adhere to RNZ's Editorial Policy standards.
- Contribute to the overall effectiveness of RNZ.
- Participate in promotions or awards which help promote RNZ's image and profile.
- Observe statutory requirements and RNZ policies and frameworks.
- Actively participate in and contribute to the development and achievement of own performance targets and the review of work priorities to achieve the organisation's goals and objectives.
- Act in a manner consistent with Equal Employment Opportunities principles and practices.

Candidate Profile / Person Specification

Qualifications	<ul style="list-style-type: none"> • Appropriate qualifications in journalism.
Knowledge & Experience	<ul style="list-style-type: none"> • Extensive Business and Economics knowledge. • Knowledge and experience in Business and Economics journalism. • An understanding of RNZ programming and Charter objectives. • Significant experience as a senior journalist and knowledge of optimising use of multiple platforms to deliver stories. • Strong radio skills – including sub-editing and presentation.
Ideal Experience and personal Skills	<ul style="list-style-type: none"> • Proven achievement and credibility as a journalist who sets and achieves high professional standards. • Expertise in breaking stories and telling them in-depth. • Apply an understanding of the business sector in NZ and appreciate key market, consumer and technological trends.

Skills	<ul style="list-style-type: none"> • Advanced live-to-air skills and live question and answer skills. • Ability to produce first-class packaging including audio, sound (colour) and voice. • Leadership skills (refer following RNZ Organisational Competencies). • Planning and organisational skills sufficient to deputise for Bureau Chief. • Ability to effectively coach others to develop their journalistic and broadcasting craft and news judgement. • Well-developed News sense. • Ability to apply advanced knowledge of media law and its practical application and of broadcasting standards.
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Competencies (full description available on request)

- Leadership and Teamwork
- Strategic Capability
- Managing Self
- Outcome Driven
- Management
- Building Relationships