

Henare te Ua Māori Journalism Internship - Te Karahipi a Henare te Ua

Job Description

Date	November 2021
Location / Business Unit	Tāmaki Makaurau
Reporting to	Māori News Director – Māni Dunlop
Functional Relationships	Kurahautū Māori – Shannon Haunui-Thompson
Position Type	Internship

The role / position purpose

- To learn about the inner workings of RNZ with the goal to produce Māori content for all RNZ platforms. With a strong emphasis on producing Māori news stories for on-air and online while gaining experience in researching, reporting, writing and presenting with the Māori news team.
- There will also be an opportunity to work in other areas of RNZ throughout the internship including, digital, music, radio and operations
- to widen and advance your skillset. You will be supported and mentored by our Māori News Director and other senior staff at RNZ, while being under the korowai of Te Manu Kōrihi.

As an independent and commercial-free public service broadcaster, Radio New Zealand's purpose is to serve the public interest – including upholding Te Tiriti as laid out in its charter.

Position accountabilities – what you're responsible for

As a Te Karahipi/Intern we will help develop and strengthen your journalism and storytelling skills. We expect you to come with an appetite to learn and upskill. Below is an outline of what the role will entail.

Reporting

- Identify, develop and report simple story assignments to a brief.
- Write clear radio copy, including scripts for programmes and packages.
- Maintain a multi-media focus
- Provide suitable online content (copy, audio and visuals)
- Record and edit audio content for use in programmes, bulletin stories and news packages.
- Develop field recording skills.
- Develop and maintain lists of contacts.
- Read in and monitor news flows.

Sub-Editing

- Write clear and concise
- Identify key angles
- Be aware of national and international news developments.

Production

- Suggest story ideas.
- Research and organise interviews as directed.
- Develop production skills, seeking advice and direction from Senior Producers and Deputy Editors.
- Assess talent, write briefing notes, and prepare question lines.
- Write and sub introductions.
- Audition, assess and edit interviews / cuts.
- Identify production needs, e.g. phone numbers, location of talent, backup in case of problems.
- Field recording.
- Long-form Interviewing.

Presentation

- Learn presentation techniques.
- Voice news and current affairs packages and programme pieces as required.

Other

- Digital Journalism - writing for web, editing pictures and graphics,
- Music
- Radio
- Operations

General

- Become comfortable with digital editing
- On-air production and sound quality issues.
- Undertake training to further skills and career development.
- Collaborate and maintain effective liaison with other parts of Radio New Zealand.

- Be aware of and adhere to Radio New Zealand's Editorial Policy standards.
- Contribute to the overall effectiveness of Radio New Zealand.
- Observe statutory requirements and Radio New Zealand 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.
- Other tasks and assignments as may be required from time to time.

Health and Safety

- Take responsibility for own health and safety and that of others.
- Participate in any safety meetings etc. as required by Radio New Zealand.
- 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 Radio New Zealand site if required, usually in a major city.

Candidate profile / person specification

Qualifications	<ul style="list-style-type: none"> • Tertiary journalism qualification, or someone who wants to practice the craft of journalism and tell stories that explore and reflect Te Ao Māori.
Knowledge & Experience	<ul style="list-style-type: none"> • A strong understanding of te reo and tikanga Māori. • Good writing, multi-media, radio, visual and social media skills. • Evidence of interviewing ability. • Some reporting experience within a media environment. • Basic knowledge of media law (will be taught). • News or feature programme production experience desirable. • A knowledge of digital editing techniques desirable. • Basic knowledge of computer skills, typing and shorthand desirable.
Skills	<ul style="list-style-type: none"> • Works under close supervision as stories are developed. • Can gather information and prepare items of required duration, reflecting clarity, accuracy and familiarity with Radio New Zealand's editorial policies, including the style guide. • Has a good knowledge of news and current affairs at a local, national and international level. • Can write and present items clearly, accurately and to a deadline. • Has a basic/developing knowledge in the use of computer (electronic) base story preparation and audio recording, replay and editing equipment; also a basic familiarity with recording equipment in the field. • Has a basic/developing understanding of the sound requirements for a radio news piece.

- May be developing skills, qualifications or experience in a specialist subject area.
- Effective networking with cultural and other community groups.
- Adept at getting the best performance possible from interviewees and production talent.
- Ability to develop and see one's own ideas through to completion while still working well as part of a team.
- Highly organised and skilled at handling a number of concurrent projects.
- Ability to remain cool and focused when working under pressure.
- Ability to prioritise tasks to meet own and the Company's needs.
- A high standard of communication.