

## RNZ National Weekend Editor

# Job Description

<b>Date</b>	November 2024
<b>Location / Team</b>	Auckland, Wellington Radio
<b>Reporting to</b>	National Content Director
<b>Direct Reports or Functional Relationships (if needed)</b>	Saturday Mornings EP, Sunday Mornings EP Day-parts roving producer pool
<b>Role Type</b>	Full-time/Permanent

## Te Tūranga - About the Role

Understanding a great story and compelling content, the Weekend Editor will be responsible for managing RNZ National content on weekends and holidays. The successful candidate will have a great radio brain, be ready to work with two of our flagship programmes, Saturday and Sunday Mornings, and across all weekend radio content. When news breaks, you'll be there, working with our newsroom to bring the best possible coverage on air. And you'll be audience focussed, thinking about what the RNZ National audience wants to hear and feel.

A great people leader, a passionate radio specialist, and curious storyteller will excel in this role.

## Te Mahi – About the job

- With the National Content Director and other radio leaders ensure high quality radio live listening programming and online content are available for RNZ audiences.
- Support the Saturday and Sunday Mornings teams to create brilliant radio and multimedia content, connect with their audiences, and be better every day.

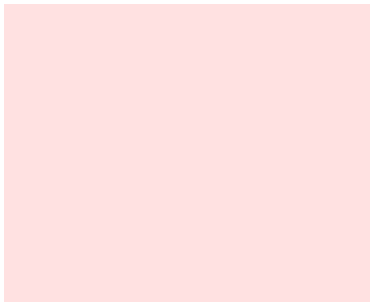
- Editorial oversight of weekend content, including air checks, and driving appropriate content for digital platforms
- Drive the weekend schedule to serve audiences on Saturday and Sundays.
- Manage a small team of roving producers, working across RNZ National programmes
- Work with the lead scheduler, executive producers and other content managers to manage content across the weekend and during the week.
- Be the first stop for breaking news on weekends and agreed public holidays.
- Be an integral part of the radio leadership team.
- Work with the operations team to manage outages and coverage
- Contribute to weekly and forward planning across the content group
- Manage the weekend radio budget
- Step up for the National Content Director when required

### People Leadership

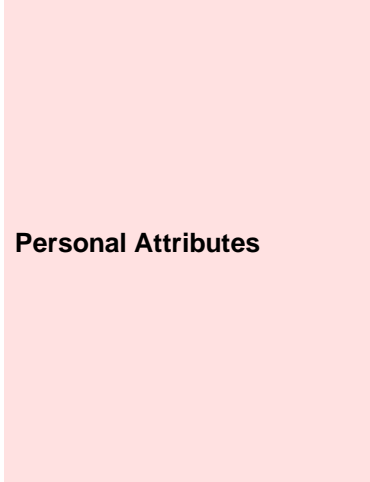
- Manage and review the performance, development, and remuneration of direct reports.
- Manage any team issues to ensure prompt and effective resolution.
- Ensure there is a breadth of knowledge and application of skills across the team and sufficient coverage of functions to ensure continuity of delivery.
- Ensure roles and accountabilities within the team are clearly defined and understood.
- Encourage and support team members to have a continuous improvement mindset, to identify improvement opportunities, and use initiative to develop workable solutions.
- Recruit talented and skilled people and check in with the team to make sure they are engaged, satisfied and productive within their roles and satisfied with the leadership style.
- Support an inclusive and constructive culture.
- Commitment to giving effect to Te Tiriti o Waitangi and tikanga.

## Ōu Pūkenga - About You

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Tertiary qualification in journalism or equivalent gained through experience</li> </ul>
<b>Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Significant background in radio broadcast on-air and programming, with proven track record on-air and strong knowledge of the NZ radio market</li> <li>• Experience managing teams and presenters</li> <li>• Previous editorial experience and good active knowledge of national and international news and current affairs</li> <li>• A love of, and understanding of, music and its importance on radio</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Effectively lead teams and foster a constructive and inclusive culture</li> <li>• Apply strong editorial leadership and decision-making effectively.</li> <li>• Proven industry hands-on experience with scheduling and playout systems, along with multi-media platforms.</li> <li>• Previous experience in effectively and successfully managing change.</li> </ul>



- Plan, budget and exercise expenditure control effectively.
- Exercise sound judgment and act decisively
- Think and act strategically;
- Apply an understanding of the media sector in NZ;
- Think flexibly and creatively with an ability to quickly grasp complex topics;
- Stay calm & and level-headed in difficult situations or under stress



**Personal Attributes**

- A commitment to production and presentation of a range of high quality programming.
- A willingness to think innovatively
- A great storyteller
- An excellent communicator with the ability to maintain and nurture key relationships
- Quickly adapts to need for change and is flexible in approach
- Collaborative team player
- Recognises the value of cultural and community diversity

# Te Arurea - Our Culture

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## RNZ Attitudes

RNZ Attitudes are all about how we work. These attitudes are how we demonstrate our culture through our everyday actions, behaviour and decisions. They drive how we do things, what we value and what's expected of us. They exist so that RNZ is a culture for everyone to enjoy and flourish in.

**be BOLD**

We're bold and think big. We find a way to make things happen. We learn best by doing. We believe that trying and failing is better than not trying at all.

**Day  
Every  
Better**

We deal with problems or new tasks with energy and creativity. We try new things, we evolve and we move fast.

**Manaaki**   
**tanga**

We encourage people to flourish. we extend love and compassion to others and nurture relationships. We have collective strength and cherish individuality.

## Leadership Expectations

Our Leadership Expectations outline how we expect our leaders to show up, leading their teams, creating an inclusive and constructive culture and enabling the delivery of our strategy. We have determined four critical capabilities that we need to focus on:

<b>Connect to purpose and set direction</b>	<b>Drive performance and innovation</b>	<b>Engage and develop your team</b>	<b>Foster belonging and inclusion</b>
<ul style="list-style-type: none"> <li>• Understand and communicate RNZ's charter &amp; strategic goals</li> <li>• Create a connected team purpose</li> <li>• Create line of sight. Set goals aligned to department and RNZ priorities</li> <li>• Support your team to achieve goals</li> <li>• Communicate consistently and often</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitate your team's mahi with our audiences in mind</li> <li>• Support your team to work collaboratively to achieve goals</li> <li>• Leverage team expertise across RNZ</li> <li>• Encourage your people to try things, adapt and innovate</li> <li>• Enable your team to grow and challenge existing thinking and practices</li> </ul>	<ul style="list-style-type: none"> <li>• Have meaningful development conversations</li> <li>• Coach others and give feedback, be courageous</li> <li>• Prioritise learning and development opportunities</li> <li>• Influence and interact with others constructively</li> <li>• Resolve conflict and issues with empathy and accountability</li> <li>• Celebrate success</li> <li>• Prioritise resilience and wellbeing</li> </ul>	<ul style="list-style-type: none"> <li>• Champion the importance of RNZ initiatives that support us to represent and respect diverse communities in our content</li> <li>• Honour our Te Tiriti and Rautaki Māori commitments</li> <li>• Role model the RNZ attitudes</li> <li>• Facilitate your team to strengthen our constructive and inclusive culture</li> <li>• Foster an environment where people feel safe to be themselves and speak up</li> </ul>