

Executive Producer, CheckPoint

Job Description

Date	July 2026
Location / Team	Auckland, Audio
Reporting to	Executive Editor, News Programmes
Direct Reports or Functional Relationships (if needed)	<ul style="list-style-type: none"> News & Audio Leadership Presenters Producers Correspondents Journalists People Team Director Editorial Quality & Training
Role Type	Full-time / Permanent

Te Tūranga - About the Role

Checkpoint is RNZ's flagship drive-time news show, setting the agenda with distinctive journalism, probing interviews and compelling storytelling.

As Executive Producer, you will lead the editorial direction and daily production of a live, fast-paced programme that reaches audiences across radio, digital and social platforms. You will inspire and support a talented team of producers, reporters and the programme's presenter, who love breaking stories and asking the hard questions.

A strong editorial leader and proven people manager, you will make sound decisions under pressure, identify opportunities to break and advance stories, and ensure Checkpoint delivers journalism that informs and engages New Zealanders. You'll work closely with other news leaders at RNZ to ensure great content reaches our audiences however they consume news.

Te Mahi - About the job

Editorial

- Lead the editorial vision and daily decision-making, ensuring Checkpoint delivers authoritative, engaging and distinctive journalism.
- Drive coverage of breaking and developing stories and look for opportunities to champion the work of RNZ journalism by showcasing reporting from across the organisation.
- Work closely with and support the presenter, producers and reporters to shape compelling interviews, investigations and storytelling.
- Pro-actively communicate with news and content leadership to keep them informed of story development and the release of exclusive stories across multiple platforms
- Deliver a programme that continues to build audience growth with the flexibility to respond to changing news priorities
- Provide constructive feedback and support to the presenter, producers and others in the team on story requirements
- Ensure news bulletins, promos and programme elements are integrated effectively to create a cohesive listener experience.
- Ensure RNZ Editorial Policies and standards are met by exercising sound editorial judgement and identifying potential legal or reputational risks.

Planning and Development

- Contribute actively to daily and long-term editorial planning.
- Identify opportunities to innovate and strengthen audience engagement, ensuring Checkpoint remains relevant and responsive to changing audience needs.
- Attend weekly RNZ news planning meetings and daily news meetings
- Support the development of new talent, ideas and approaches to storytelling
- Plan news coverage in way that engages our audiences
- Contribute to budget planning and management, ensuring resources are used effectively

People Leadership

- Lead, coach and develop a high-performing team, creating an environment where people can do their best work.
- Set clear expectations, provide regular feedback and support professional growth and career development.
- Foster a positive, inclusive and collaborative team culture built on trust, respect and accountability.
- Manage team performance, wellbeing and resource planning to ensure the resilience of the programme.
- Recruit, retain and develop talented journalists and producers who reflect RNZ's values and strategic goals.
- Ensure appropriate succession planning and cross-skilling to maintain resilience in the team
- Ensure that all team members have on the job support, which includes stepping in to write, produce and set up interviews during breaking news or unexpected absences

Ōu Pūkenga - About You

Qualifications	<ul style="list-style-type: none">• Journalism degree or diploma - or equivalent (which may be achieved through relevant experience reporting and production of national and international news and current affairs)• A proven journalist with solid experience
Knowledge & Experience	<ul style="list-style-type: none">• Significant experience leading daily news or current affairs programmes in a fast-paced newsroom environment.• Proven success producing high-quality live news content.• Experience leading teams through breaking news and complex editorial situations.• Significant experience reporting and production of national and international news stories• Extensive experience producing and delivering high-quality live news programmes• Sound understanding of media law, editorial standards and journalistic ethics.• Experience managing budgets, resources and competing priorities.
Skills	<ul style="list-style-type: none">• Exceptional editorial judgement and decision-making• Outstanding leadership, coaching and people-management capability.• Calm, decisive and resilient under pressure.• Maintains respectful, professional environment where ideas and innovation thrive• Builds and maintains strong, constructive relationships across news teams, programmes and the wider organisation• Demonstrates excellent communication skills and a collaborative approach to achieving shared goals
Personal Attributes	<ul style="list-style-type: none">• An excellent communicator with the ability to maintain and get the most out of relationships• Quick-thinking and proactive in responding to audience needs, breaking news, and evolving stories.• Collaborative team player, who grows and develops others

Te Arurea - Our Culture

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.



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.



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



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:

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