

Executive Producer, Saturday Morning

Job Description

Date	August 2026
Location / Team	Audio, Auckland
Reporting to	National Content Director
Direct Reports or Functional Relationships (if needed)	Presenter & Producer, Saturday Morning Producer, Saturday Morning Executive Producers, Audio & News Programmes Audio Leadership Team People Team
Role Type	Full-time / Permanent

Te Tūranga - About the Role

Leading the team and programme, the Executive Producer combines audience insight, creativity and data to keep Saturday Morning fresh, relevant and engaging, growing RNZ's weekend audience on-air and online

Te Mahi - About the job

Editorial

- Provide strong editorial direction and lead daily production to deliver a lively, well-paced and distinctive programme.
- Lead, shape and manage the programme to deliver compelling, original content, conversation-worthy topics with fresh and relatable on-air talent.
- Set the agenda for content needs for programme delivery, including supporting the team to adapt to audience needs and develop new programme ideas as the week evolves.

- Find and set up distinctive, engaging interviews with strong lines of questioning and in-depth research.
- Develop and implement storytelling concepts, content formats, and workflows that reflect audience live listening needs and digital trends.
- Maintain clear documentation, workflows and consistent lines of communication with all relevant partners and stakeholders to effectively and efficiently keep the show on the road.
- Establish and maintain workflows and ways of working that enables the team to deliver a programme that remains fresh and revitalised, including format, style and sound.

Planning and Development

- Undertake long-term planning for the programme format to maintain fresh and dynamic content; recommend and then implement changes that are agreed with RNZ National Content Director that align the programme with RNZ's current strategy and future direction.
- Use the latest RNZ audience research and GfK survey results to shape and operationalise a clear audience strategy focused on growing audience numbers and diversity
- Provide information and insights daily and long-term editorial planning for RNZ News
- Identify opportunities to innovate and strengthen audience engagement, ensuring Saturday Morning remains relevant and responsive to changing audience needs.
- Lead and enable the development and sharing of new talent, ideas and approaches to storytelling
- Establish effective planning structures and workflows for people and programming that unite the team, turn shared goals into action and support the programme's future direction.
- Contribute to budget planning and management, ensuring the wider Audio resources are used effectively now and in the future.
- Manage the day-to-day operating budget for the programme, working within the parameters and policies set for the group and referring any issues early.

People leadership

- Create a performance culture, where outstanding work is expected and celebrated, and team members work collaboratively to strive to be the best in the market.
- Ensuring appropriate levels of interaction, leadership, management and development support is provided to the team.
- Role model and lead the team to meet content goals, remove barriers, and foster a constructive and inclusive work environment.
- Set goals, monitoring progress against them both for individual kaimahi, the team and the programme.
- Manage the performance of direct reports appropriately, including enabling skill development, ensuring regular 1 on 1 and team meetings.
- Facilitate regular programme debriefs, reviews and 'on-air' checks to evaluate performance and embed strategic direction into daily practice.
- Build team capability through ongoing constructive feedback, mentoring, and provide clear direction by defining roles, responsibilities, and expectations within the team.

- Lead the performance management cycle, including development, remuneration reviews, and growth planning for direct reports.
- Proactively and promptly resolve team issues to maintain a high-performing and resilient team.
- Ensure coverage and skill breadth to maintain delivery continuity.
- Promote a culture of continuous improvement by empowering team members to identify and act on opportunities for innovation and efficiency.

Other

- Represent RNZ professionally in all public and industry-facing interactions, upholding its reputation for independent, impartial, and balanced journalism.
- Take action to maintain correct pronunciation of English, Te Reo Māori and Pacific languages

Ōu Pūkenga - About You

Qualifications	• 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 significant experience
Knowledge & Experience	• Strong knowledge of NZ and international news, current affairs, music, arts and culture • Extensive radio broadcast and senior/executive production knowledge and experience including managing breaking news/rolling coverage on air • Knowledge and proven experience in the development and execution of audience growth strategies • Proven knowledge and experience interpreting audience research and survey data and its application to enhance and adapt programming and outputs • Proven constructive and successful leadership and people management experience especially with hosts and producers • Senior-level journalistic and research experience • Extensive experience and proven success producing and delivering high-quality live content and programmes • Significant experience reporting and production of national and international news and culture stories • Sound understanding of media law, editorial standards and journalistic ethics. • Experience in operational planning, managing budgets, resources and competing priorities.
Skills	• Strong leadership and management skills • Strong interpersonal and communications skills • Ability to constructively manage difficult conversations and seek resolution • Excellent analytical skills • Established journalistic and production experience and writing skills for both radio & online • Have the proven ability to support the team to engage the audience with maturity, warmth, personality and humour, with top conversational style interviewing skills and content • Good Māori and Pacific language pronunciation skills, along with solid pronunciation in other languages.

Personal Attributes

- Constructive, collaborative and supportive leader
- Strong professional judgement and emotional maturity
- Lateral and creative thinker
- Ability to work well under pressure
- Values cultural and community diversity
- Committed to achieving consistently high standards of output
- Flexible and adaptable in approach and response to change.

Te Ahurea - 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
• 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	• 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	• 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	• 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