



KCPW JOB ANNOUNCEMENT: Producer/Social Media Coordinator

KCPW 88.3 FM *Salt Lake Public Radio* seeks a Producer/Social Media Coordinator to join its core team of content producers and help advance KCPW's public service mission. The ideal candidate will have a passion for local issues and nonfiction storytelling, a strong on-air presence, and academic or professional experience in radio production.

On-air since 1992, and broadcasting from the Denkers Studio on Library Square in Salt Lake City, KCPW Public Radio 88.3 FM is the Salt Lake Valley's first, 24-hour, news and information outlet providing listeners with a complete spectrum of thought-provoking, local, national, and international, public radio programming. KCPW is a space on the local radio dial that encourages engagement, satisfies curiosity, and builds community.

Employment Classification: Full Time, 40 hours/week, flexible hours

Salary: DOE

Reports to: Programming & Operations Director

Supervisory Responsibilities: None

Description of Duties:

Duties may include coordinating with the hosts of local shows; scheduling guests and studio time for recording; creating and posting description/audio of local shows to website; recording and editing digital audio, conducting interviews, collecting sound and general reporting. As a social media coordinator, the hire will also be responsible for posting to multiple social media platforms and for implementing a social media plan of action in conjunction with station management. In addition, this hire will be expected to speak on behalf of KCPW during on air pledge drives and otherwise assist in other special projects to meet the organization's public service mission.

Minimum Requirements:

- Four (4) year college degree or equivalent experience in the field of radio production, digital media production or on air hosting.
- Demonstrable passion for public radio
- Ease and comfort being live on air
- Strong understanding of journalism's ethics and standards
- Ability to work independently and on deadline
- Thorough attention to detail
- Excellent written and oral command of the English language



Desired Requirements:

- In-the-field reporting experience, which could include but is not limited to collecting audio, conducting interviews, or producing stories
- Nonprofit experience
- ENCO automation
- Adobe Audition digital audio software
- Thorough grasp of audio (microphones/sound boards)
- Understanding of public radio's mission
- Strong understanding of social media across all platforms

To Apply:

Send a resume, cover letter, professional references, and three samples of relevant work (audio preferred for at least one) to Jesse Ellis at jellis@kcpw.org. This position is open until filled.

Diversity creates a healthier atmosphere: All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, protected veteran status, disability status, sexual orientation, gender identity or expression, marital status, genetic information, or any other characteristic protected by law.