



Job Announcement

Senior Producer – Political Rewind

The Senior Producer will have a deep, compelling, and demonstrable interest in politics, current events, and policy issues. The Senior producer will work with the Political Rewind Radio Show Host to develop the day to day topics, possible panelists and special theme editions of the Political Rewind show that airs Monday through Friday, 9-10am and 2-3pm. The Senior Producer will produce the daily radio news magazine and assist host in delivering information in an engaging, affable style with appropriate tone to match the network.

Candidate Responsibilities:

- Work with show host to continue to identify potential individuals to add to our pool of rotating panelists.
- Oversee daily posting of show to podcast and GPB website, assure that 2PM rerun of daily 9AM live broadcast is updated as necessary. Communicate with operations manager and news manager as changes in the show schedule occur.
- Manage the Political Rewind team by coordinating vacations and days off, and assuring that daily responsibilities are completed in a satisfactory manner.
- Oversee long-term planning of show topics and special coverage
- Lead the daily Political Rewind post-show team meeting and represent Political Rewind in the news team daily meeting.
- Lead the weekly booking meeting, helping identify panelists and possible special subject topics for the following week's shows.
- Maintain show booking calendar to reflect panelists booked or invited to appear on each show.
- Create daily communications to panelists for following day's show: Assign phone call-in numbers each panelist will use for audio on the show, and create WebEx link for panelists to see each other during program.

Candidate Qualifications:

- Bachelor's Degree preferred and a minimum of 2 to 3 years of experience producing radio and/or podcasts, or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.
- Strong writing, verbal communication, and IT skills.
- A background in managing a team of employees and strengths as an organizer of detailed information.
- The ability to react quickly to breaking news and to work with host to make last minute changes to panelists and topics of the day.
- A commitment to being a leader in a collaborative work environment.
- A historical knowledge of Georgia state and national politics preferred.
- Ability to multi-task, collaborate with others, meet deadlines and work in a fast-paced atmosphere.
- Must have the ability to work a flexible schedule to include some nights and weekends.

We Offer: Paid holidays, vacation and sick leave, retirement plans; Pre-tax benefits for health, dental, vision, life, specified illness and accidental insurance; Health and child care spending accounts; Disability insurance; and opportunities for training and professional development.

To Apply: Upload resume, references, and applicant form on the GPB Job Center located at www.gpb.org/jobs. ONLY Applications submitted through the GPB Job Center WILL BE ACCEPTED.

Deadline to Apply: Open Until Filled

Georgia Public Broadcasting is an Equal Opportunity Employer.

DATE POSTED: August 25, 2021

RECRUITMENT NUMBER: C-8-2021