Digital Editor

Reports to: Director of News                   Department: News

Primary Functions:

The Digital Editor provides leadership and oversight of news content on all digital platforms, including web and social media. This includes implementing KUNC’s digital news strategy and tracking the latest developments and trends in digital media.

KUNC has set high standards when it comes to digital journalism. The Digital Editor will maintain these standards and ensure that digital journalism remains a high priority for the station. Digital Editor will work daily with news staff to adapt and create original content for digital platforms. Digital Editor will take a leadership role in ensuring that digital media content is considered in conjunction with on-air material and not as an afterthought. Digital Editor will ensure that all materials produced for the website and for social media meet KUNC program standards and practices, including standards of accuracy, fairness, objectivity and balance.

The Digital Editor will work closely with the Director of News Content and the Managing Editor to ensure that digital journalism is included in the long-range and daily news planning cycles.

The Digital Editor will work with Director of News and Managing Editor to ensure deadlines, reporting resources, and expectations are managed appropriately and that all materials produced meet KUNC standards and practices, including accuracy, fairness, objectivity and balance. In addition, the Digital Editor will act as a backup for the Director of News and Managing Editor, when needed.

The Digital Editor will work with the Director of News and Digital Media Manager to implement KUNC’s digital news strategy, which ensures relevant and engaging news content is meeting the needs of our community. The Digital Editor works with the Digital Media Manager to track developments and trends in the quickly changing field of digital journalism and identifies potential areas of opportunity and innovation for KUNC. The Digital Editor is responsible for reporting analytics for digital news content and will work with the Digital Media Manager in evaluating the progress of the digital strategy.

Specific Job Duties:

- Implementation of KUNC’s digital news strategy, in conjunction with Director of News and Digital Media Manager
- Advance planning for digital journalism for news events and enterprise projects/series, in conjunction with Director of News
- Daily news planning for digital journalism, in conjunction with Managing Editor
- Create and write original digital news content
- Edit digital news content created by KUNC news staff
- Post digital content from collaborations and partnerships, including the Local Journalism Centers
- Edit & categorize API content
- Curate live event content such as news conferences, debates, etc.
- Manage social media for news department, including digital promotion or marketing of news content
- Plan and lead newsroom digital training

**Additional Responsibilities:**

- Participate in on-air fundraising as well as station development and promotional functions.
- Perform other duties as assigned by Director of News

**Required Skills, Education, and Experience:**

- Bachelor’s degree or equivalent experience in computer science, journalism, media, communications, and/or design.
- Demonstrated understanding of digital and social media concepts and tools
- Ability to handle multiple and complex projects simultaneously under stringent time frames and changing priorities/conditions.
- Proven ability to consistently work well with others, demonstrating at all times respect for the diverse constituencies at KUNC and within the public broadcasting system.
- Familiarity with public radio programming
- Willingness to lead in exploring new avenues of digital media services