

Job Title: News Reporter

Department: VPR News

Functional Area:

Reports to: News Director

Prepared Date: Nov. 7, 2011

Revised: Nov. 17, 2015

SUMMARY: Generates, reports and produces stories for VPR regional news programs in keeping with VPR mission and values. Reports breaking news and regional stories of statewide interest on a daily basis for VPR News programs. Produces thoughtful, sound-rich, features and investigative stories that go behind the news to explore human, political, social and scientific issues and/or shed light on regional traditions and cultures. Provides coverage of the arts. Occasionally performs recording and broadcast services for public radio outlets and covers stories for NPR. Operates broadcast and recording equipment skillfully, capable of producing and mixing stories on deadline. Adheres to strict ethical standards described by VPR.

ESSENTIAL ROLES:

1. Reports regional stories of statewide interest for VPR news programs. Provides 2 ways with hosts when needed.
2. Produces in-depth features, arts coverage, investigative stories and postcards
3. Keeps track of regional developments, as well as state and national news, with an eye to how local developments resonate with larger stories and reflect larger trends and issues
4. Gathers audio and operates studio equipment
5. Takes photos and provides material to enhance VPR website
6. Works with regional public radio partnerships and national programs
7. Embraces team concepts in VPR News Department and with other departments

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Essential Duties and Responsibilities	Minimum Requirements	Excellence in this Position
Reports regional stories of statewide interest for VPR news programs.	Keeps track of daily news events, anticipates likely developments, gathers audio and writes scripts in time for effective editing and production while adhering to highest standards of accuracy and fairness.	Listeners rely on VPR for the essential news from around the state as well as the in-depth meaningful stories that we refer to as Tier 3 and 4 stories. Staged events and meetings are covered when necessary but they are not the main components of VPR's

	highest standards of accuracy and fairness.	to hear and listen. Staged events and meetings are covered when necessary but they are not the main components of VPR's news reporting. Stories are accurate and timely, but also explain why the news event matters to listeners and their community.
Produces in-depth features, and investigative stories	<p>Stories step back from daily news cycle to explain issues comprehensively. Stories are NPR quality, with compelling writing, and natural sound elements. Photos and background material are also presented on vpr.net.</p> <p>A cross section of sources is used to present a variety of points of view. Technical, scientific and legal issues are explained with concision and clarity.</p>	<p>VPR is recognized as the place to go for deeper understanding of the issues facing our region. Stories consistently provide Tier 4 context that generates civil discourse and discussion. Stories also link across other VPR programs and platforms, including vpr.net and Vermont Edition.</p> <p>The projects should create "aha! Moments" for listeners, bring in relevant voices and viewpoints from all sides, stimulate additional public discussion and media coverage, and foster informed decision making on crucial issues..</p>
3. Provides audio postcards and coverage of arts and culture	<p>Stories provide an entertaining experience, but are also thought-provoking, providing clues to aspects of Vermont tradition and culture, but also human nature and culture in general</p>	<p>These projects present information in an arresting, story-telling fashion that distinguishes VPR from other media. They inspire, amuse, forge emotional and rational connections and help to create the sense of a lively, cohesive statewide community and the individual regions it comprises..</p> <p>VPR holds a valued and important mirror to Vermont, its regions and people and the issues confronting them</p>
Operates VPR Norwich Studio in cooperation with commentary producer	<p>Serves as liaison for national and international programs; operates ISDN and other equipment flawlessly and on time, puts guests at ease and deals efficiently with staff at other stations</p> <p>Performs tape synchs and other services as needed for National and international shows</p>	<p>VPR is a visible, active and reliable force in the public radio community, helping to link newsmakers who may live or visit in Vermont to national and international news programs.</p> <p>VPR is known within the industry for ability to produce high quality results in a timely, professional and error-free manner</p>
Gathers audio	<p>Operates recording equipment with ease. Can quickly edit digital audio using software tools. Records as much in-person sound as possible.</p>	<p>Natural sound is regularly incorporated in stories and listeners are transported through its use to the scene of the story. Sound weaves through the</p>

	audio using software tools. Records as much in-person sound as possible.	Listeners are transported through its use to the scene of the story. Sound weaves through the narrative thread and maximizes listener interest and understanding.
Generates stories for NPR and NPR Partnerships	Pitches stories to NPR; works with regional partnerships with other stations to broaden coverage	NPR and Environmental Hub coverage is accurate, interesting and ahead of the curve. Helps foster VPR's reputation and visibility as a source of first rate news and feature reporting
Takes photos and/or videos and posts visuals to vpr.net.	Is able to proficiently operate a digital camera and has the technical capability to load these elements to the VPR website.	The images gathered enhance the experience for users of VPR website. Use of photos and video provide another point of entry for audience to VPR.
Embraces team concepts in VPR News Department and with other departments	Meets regularly with VPR news team to plan projects, coordinate coverage and share expertise, background and sources for stories and talk shows.	Works cooperatively and unselfishly with producers, editors and engineers. Maintains professional relationships with calm and appropriate humor. Exemplifies the notion that the team is more important than individual members, and that the most rewarding work happens through collaboration.
Assures journalistic standards are upheld.	Newscasts and stories are accurate, fair, balanced and adhere to best practices and NPR code of ethics.	Listeners perceive VPR as a model of journalistic integrity.

EXCELLENCE IN THIS ORGANIZATION includes the following:

1. A high level of commitment and dedication to the mission of VPR and public radio. Personally volunteers support for public radio – either financially or in other ways.
2. A high level of energy. An obvious enthusiasm for the work of VPR. Outgoing, friendly with co-workers, and maintains humor and poise in a pressure-cooker environment.
3. Acting consistently with the highest standards of journalism, business ethics and personal integrity. Preserving confidentiality appropriately. Stewarding resources with prudence and accountability.
4. Serving as an excellent ambassador for VPR, both formally and informally. Helping listeners, potential listeners and donors connect with VPR. Holding leadership positions in the community on boards, committees and through general volunteer opportunities.

5. Facilitating a culture of communication across departments, across employees, with

- opportunities.
5. Facilitating excellent communications across departments, among employees, with the Board, with the public, with relevant national organizations and with suppliers. Fostering open and candid relationships with VPR listeners and contributors. Managing conflict constructively.
 6. Demonstrating a commitment to the continuous improvement of VPR's ability to fulfill its mission and vision. Demonstrating and encouraging creativity and enthusiasm for this work.
 7. Effectively working to strengthen the public radio community national. Being recognized by peers for knowledge of the craft, demonstrated expertise and success, and commitment to the cause. Holding leadership positions in national organizations involved with public radio. Bringing increased opportunities to VPR as a byproduct of these efforts.
 8. Expressing consistent, high performance expectations for themselves, their department, VPR's leadership, and VPR. With staff: helping them develop a high level of commitment to their mission and excellent teamwork. Helping develop employee skills and abilities, mentoring well, and helping employees realize their professional goals. To the extent possible, helping develop the next generation of leadership at VPR and creating a viable succession plan for their department. Attracting and retaining great employees.
 9. Developing a broad understanding of all of VPR's departments sufficient to collaborate effectively with peers, ensure excellent communication and teamwork among departments, contribute significantly to VPR's general management, and help other managers do their jobs more effectively.

SUPERVISORY RESPONSIBILITIES

None

POSITION REQUIREMENTS

Education and Experience: Bachelor's degree and at least five years of relevant experience in journalism demonstrating top levels of news and feature reporting.

Essential Skills: Strong organizational, communications (written and verbal), and interpersonal skills required. Demonstrated ability to work collaboratively. May be required to work evening or weekend hours.

Physical Demands: Must be able to talk, hear, walk, sit for extended periods, travel, stand, use hands to feel and hold, see, and reach with hands and arms. Must be able to carry and operate broadcast field kit weighing up to 25 pounds. Must be able to type quickly.

Please note: This is not an all-encompassing statement of this position's responsibilities. While it attempts to be comprehensive, new responsibilities may be assigned to this position at any time.

