

Editor – PM, Morning Report

# Job Description

<b>Date</b>	August 2025
<b>Location / Team</b>	Auckland, News
<b>Reporting to</b>	Executive Editor, News Programmes
<b>Direct Reports or Functional Relationships (if needed)</b>	Senior Producers (PM), Auckland Producer/Reporters, Auckland
<b>Role Type</b>	Permanent, Full-Time

## Te Tūranga - About the Role

Lead the Morning Report afternoon and evening production team to deliver a vibrant, agenda-setting morning listening experience across on-air and online platforms.

You'll oversee the production of high-impact interviews, craft strong and engaging scripts, and apply in-depth research to support quality journalism. The role utilises a range of storytelling techniques including online visual elements, while also developing and engaging a social media audience.

Working in the afternoon and evening, you'll be leading a team, setting a clear direction, and providing ongoing development and support to ensure the production and delivery of high-quality programming.

## Te Mahi - About the job

### Editorial

Working in support of and within the parameters set by the Executive Editor, News Programmes:

- Shape and manage the set-up of the programme in collaboration with the Editor - AM to create and deliver compelling, original content, breaking stories, and identifying new on-air talent.
- Collaborate and work with the Editor - AM, Bureau Chiefs, Night Editor and producers providing an outline of content needs for programme delivery each morning, including commissioning packages for programmes, seeing them through all stages of production including subbing to ensure they are ready to go on air.
- Identify and develop programme ideas, assigning and assisting producers to arrange live and pre-recorded interviews, write introductions and prepare high standard background briefing notes for presenters, including angles and lines of questioning
- Initiate and lead interviews, develop question lines, and produce in-depth research that enhances editorial value.
- Work Sunday-Thursdays leading daily afternoon meeting with presenters and producers.
- Oversee newsroom reporters on Sunday evening as/when required.
- Develop and implement storytelling concepts, content formats and workflows that reflect audience live listening needs and digital trends.
- Maintain high editorial, legal, stylistic and technical standards across all outputs.
- Contribute to daily editorial and management planning sessions, presenting ideas and supporting decisions that drive RNZ's strategic direction.
- Collaborate with the Executive Editor and Editor - AM, to ensure smooth programme execution across all platforms.
- Plan coverage with a story-first mindset and contribute meaningfully to editorial planning (daily, weekly, annual).
- Liaise with digital and news editors to ensure platform alignment and effective integration of bulletins.
- Attend weekly planning meeting and afternoon news meetings.
- Lead the MR afternoon and evening production team to deliver a vibrant morning live listening experience on air and online.

### People Leadership

- Work in the afternoon and evening, ensuring appropriate levels of interaction, leadership, management and development support is provided to the team.
- Work closely with producers and the wider team to meet content goals, remove barriers, and foster a constructive and inclusive work environment.
- Facilitate regular programme debriefs and reviews 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 editorial 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.

- Represent RNZ professionally in all public and industry-facing interactions, upholding its reputation for independent, impartial, and balanced journalism.

## General

Work closely with Executive Editor, and Editor - AM, to:

- Generate concepts, formats and multi-media story-telling strategies which meet changing requirements and maintain a focus on live listening needs and digital trends.
- Drive and model collaborative change and identify the opportunities this presents.
- Collaborate and maintain active liaison with other programmes and parts of the organisation.
- Role model and demonstrate a commitment to giving effect to Te Tiriti o Waitangi and tikanga.

## Ōu Pūkenga - About You

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A tertiary qualification in journalism and multi-media broadcast production experience is essential.</li> <li>• A proven journalist with solid experience.</li> <li>• A general on-air pass at a RNZ audition which includes clear vocal delivery with non-distracting speech, good interpretative skill, and satisfactory interviewing skills. Good Māori and Pacific Island language pronunciation skills, or a desire to learn.</li> </ul>
<b>Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Proven line management experience (minimum five years) in editorial environments, including recruitment, performance management, and capability building.</li> <li>• Experience in financial management and working within the confines of a set budget.</li> <li>• A working knowledge of the media landscape including, but not limited to, competitor products, audience behaviour, and where RNZ needs to be.</li> <li>• Significant experience reporting and production of national and international news and current affairs.</li> <li>• Extensive experience producing and delivering high-quality live programmes across on-air and online platforms.</li> <li>• A working knowledge of Media law and its practical application, RNZ style requirements, and editorial policies.</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Effective leadership and complex problem-solving through communication, creating and maintaining a respectful and constructive work environment.</li> <li>• Quick-thinking and proactive in responding to audience needs, breaking news, and evolving stories in real time.</li> <li>• Applies a broad and considered approach to what is “news”.</li> <li>• Organised and well planned to work under pressure and meet deadlines.</li> </ul>

	<ul style="list-style-type: none"> <li>• Adapts quickly to change, applying a flexible approach to shifting priorities and organisational needs.</li> <li>• Synthesises large volumes of information, especially absorbing and responding quickly to breaking news and changing stories.</li> <li>• Builds and maintains strong, constructive relationships across teams, programmes, and stakeholders.</li> <li>• Demonstrates excellent communication skills and a collaborative approach to achieving shared goals.</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Maintains composure and effectiveness in dynamic, high-pressure environments.</li> <li>• Collaborative team player.</li> <li>• Recognises the value of cultural and community diversity.</li> <li>• Open to and acts on constructive feedback about performance and programmes.</li> </ul>

# Te Arurea - Our Culture

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## 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
<ul style="list-style-type: none"> <li>• Understand and communicate RNZ's charter &amp; strategic goals</li> <li>• Create a connected team purpose</li> <li>• Create line of sight. Set goals aligned to department and RNZ priorities</li> <li>• Support your team to achieve goals</li> <li>• Communicate consistently and often</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitate your team's mahi with our audiences in mind</li> <li>• Support your team to work collaboratively to achieve goals</li> <li>• Leverage team expertise across RNZ</li> <li>• Encourage your people to try things, adapt and innovate</li> <li>• Enable your team to grow and challenge existing thinking and practices</li> </ul>	<ul style="list-style-type: none"> <li>• Have meaningful development conversations</li> <li>• Coach others and give feedback, be courageous</li> <li>• Prioritise learning and development opportunities</li> <li>• Influence and interact with others constructively</li> <li>• Resolve conflict and issues with empathy and accountability</li> <li>• Celebrate success</li> <li>• Prioritise resilience and wellbeing</li> </ul>	<ul style="list-style-type: none"> <li>• Champion the importance of RNZ initiatives that support us to represent and respect diverse communities in our content</li> <li>• Honour our Te Tiriti and Rautaki Māori commitments</li> <li>• Role model the RNZ attitudes</li> <li>• Facilitate your team to strengthen our constructive and inclusive culture</li> <li>• Foster an environment where people feel safe to be themselves and speak up</li> </ul>