



NATIVE COMMUNICATIONS SOCIETY OF THE NWT

Job Description

Position: Digital Media Journalist

Reports to: Senior Journalist

If you have a nose for news, a voice for radio, and want to tell important community stories then CKLB is the place for you. CKLB is looking for a candidate with a desire to learn about northern indigenous issues whilst experiencing the Northwest Territories.

Scope: Under the direction of the Senior Journalist, Digital Media Journalists are responsible for creating written, auditory and visual stories. Digital Media Journalists are responsible for the creation, editing, and presentation of material for digital platforms, radio and TV. Work is governed by NCS journalistic and programming policies and standards. Advice and guidance are regularly available but there is latitude for initiative and independent judgment. Opportunity to coordinate the work of others and close cooperation within the Team is essential.

Duties and Responsibilities:

- Develops and maintains contacts with a variety of sources.
- Gather facts and information and draw conclusions requiring further investigation.
- Creates and documents digital stories and features on all platforms with a focus on radio
- Gathers and reports information from various sources
- Contributes ideas or program content; participates in the preparation of program objectives
- Optimize the use of social media platforms for delivery of news
- Performs the following tasks;
 - Utilize various media sources
 - Liaise with other staff to ensure required material is available
 - Present information and/or analysis in a variety of formats
 - Perform production or administrative tasks associated with the smooth function of the newsroom, program unit, or station
 - Follow up on social media trends and be responsive to accounts

Knowledge and Skills:

- Experience publishing to social media platforms would be asset
- Demonstrated ability to report, write and produce quality interviews and feature reports
- Considerable knowledge of journalistic procedures
- Strong broadcast writing skill and on-air presence
- Basic photography skills
- Working knowledge of broadcast news, public affairs and feature reporting
- Excellent time management skills, planning and organizational skills
- Excellent interpersonal and professionalism skills
- The ability to work independently or as part of a team
- Knowledge of CRTC regulations and rules governing broadcast operations of radio stations.
- Knowledge about the Dene and other Aboriginal culture and languages of the NWT would be an asset
- Must be fluent in English
- Ability to use digital soundboards, editing software, audio and video software, and production facilities would be an asset
- The ability to exercise professional news judgement

Education and Experience:

The position typically requires a university degree or equivalent with three years directly related experience that includes proven ability in the field and knowledge of the broadcasting industry.

Application

Please submit a cover letter, resume, and 2 samples of work to jobs@ncsnwt.com

We thank all applicants in advance for their interest; however, only those selected for an interview will be contacted.