

ALASKA PUBLIC MEDIA
3877 University Drive
Anchorage, Alaska 99508
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Title: Multimedia Journalist
Reports to: Creative Services Manager
FSLA Status: Exempt
Version: 2.1

Alaska Public Media is recruiting for an experienced multimedia journalist to work with our dedicated team of reporters, editors and producers to provide in-depth coverage of issues in Alaska for statewide and national audiences. This is an exciting opportunity to work on a high impact news capacity-building effort at a dynamic time in Alaska.

The Multimedia Journalist will provide regular visual content for Alaska Public Media's news team including feature videos, photos and graphics. The Multimedia Journalist will assist in building, and occasionally maintaining the website and social media sites for Alaska Public Media.

Alaska Public Media is the source for NPR radio and PBS television for South Central Alaska and stewards Statewide News (formerly known as Alaska Public Radio Network).

Essential Functions:

The Multimedia Journalist will:

- Produce and edit regular news and video features for TV, web.
- Produce and edit regular news and video features for *Alaska Insight*.
- Operate TV studio equipment, perform floor directing and technical directing of TV studio recordings.
- Create promotional video spots for news content and events.
- Assist and collaborate with reporters and producers in creating and posting multimedia news and public affairs content.
- Take photographs and write AP News style photo captions for news articles and photo stories.
- Produce video stories for special projects, series and engagement events.
- Help maintain regular web/social media presence.
- Collect and analyze web and social media analytical data and use findings to direct content presentation.
- Participate in various programming and news initiatives.
- Other job-related duties as assigned.

Duties and Responsibilities:

In addition to the above functions, the Multimedia Journalist will:

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- Attend regular news meetings and contribute story ideas and suggestions.
- Be proactive about collaborating with news staff and reporters.
- Maintain high quality technical and program standards.
- Meet deadlines and uphold professional journalistic practices and standards.
- Communicate effectively and efficiently to various stakeholders.
- Display excellent news and programming judgment.
- Perform successfully in a dynamic and deadline-driven environment.
- Stay informed on news and current issues in Alaska.
- Stay abreast of contemporary broadcast, equipment, software, and web trends.
- Multitask and work across multiple media platforms.
- Assist with Production and Creative Services projects as assigned.

Required Qualifications:

- Experience recording and editing audio and video for TV and Web.
- Experience with Adobe Creative Suite, primarily Premiere Pro, Photoshop and After Effects.
- Ability to work collegially with multiple stakeholders and audiences.
- Ability to work effectively in a dynamic, creative organization and professionally in a team-based environment.
- Experience using social media platforms (Facebook, Instagram, Twitter and YouTube).
- Ability to meet various deadlines.
- Two years' experience working in journalism/news and complying with journalistic standards and ethics.
- Clear communicator in English both verbally and in writing.

Desired Qualifications:

- Bachelors' Degree in Communication, Broadcasting or related field.
- Experience creating projects from start to finish, i.e. story development, shooting, editing and publishing.
- Four years' experience working in television, film industry or video production.
- Experience working in public media.

Allowable substitution

If necessary, alternative combinations of education and experience will be evaluated by the Human Resources Office for comparability.

Competencies:

- Act in accordance with AKPM policies.
- Support AKPM compliance efforts with FCC, CPB, NPR and PBS rules and regulations
- Communicate effectively.
- Apply critical thinking and problem solving skills.

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- Demonstrate excellent file organization skills.
- Maintain positive relationships with both internal staff and external parties.
- Demonstrate professional and ethical behavior at all times.
- Proficient at computer use including office suites, file sharing software, FTP, e-mail.
- Must exercise good judgement for the prompt completion of responsibilities.

Employee Expectations:

Must be able to work in a constantly changing environment and around other employees with demonstrated ability to juggle and prioritize multiple, competing tasks and demands while seeking supervisory assistance as appropriate. This position will also include periods of overnight travel both alone and with colleagues.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position requires occasionally working at heights.

The employee is regularly required to stand, walk and sit; use hands to handle or feet; reach with hands and arms; talk and hear. The employee is occasionally required to stoop, kneel, crouch or crawl. The employee must be able to lift and/or move up to 40 pounds.

Work Environment:

The work environment characteristics described here are typical of a television/radio broadcast office environment and representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform essential functions.

The noise level in the work environment is usually moderate.

Alaska Public Media is an Equal Opportunity Employer.

I, _____ have received a copy of this job description _____
(Print Name) *(Date)*

Employee signature _____