



Position Description

Journalist

National Radio News

Faculty of Arts and Education

Classification Level 4

Delegation band [Delegations and Authorisations Policy \(see Section 3\)](#)

Special conditions Shift work spanning 5am to 12pm with 30 minute break
(Saturday, Sunday, Monday)

Workplace agreement [Charles Sturt University Enterprise Agreement](#)

Date last reviewed January 2024



About Charles Sturt University

Purpose

The Wiradjuri phrase *yindyamarra winhanganha* means the wisdom of respectfully knowing how to live well in a world worth living in. This phrase represents who we are at Charles Sturt University – our ethos. It comes from traditional Indigenous Australian knowledge, but it also speaks to the vision of the university – to develop and spread wisdom to make the world a better place.

Vision

Charles Sturt University is set to undergo a decade of great reform that will see the university characterised by these key elements:

- An uncompromising drive towards excellence in every aspect of its operations
- A far-reaching strategic re-positioning of teaching, learning, research, and innovation
- A cementing of our position as Australia’s pre-eminent rural and regional university

The overarching aim is to consolidate our institution so that it is demonstrably more resilient and sustainable by the end of the decade.

Goals

To deliver on our purpose and vision, the university has three key goals:

1. Maintain the university’s position in the top five Australian universities for graduate outcomes based on employment and salary
2. Embed a culture of excellence across all aspects of the university’s operations
3. Exponential growth in research, development, and innovation income in our chosen areas, delivering high impact outcomes for regional Australia

Our values

Charles Sturt has a proud history and is fortunate to have an outstanding group of diverse, passionate, and engaged people working with us. Our values of insightful, inclusive, impactful, and inspiring guide our behaviours and ways of working to help us achieve our ethos of creating a world worth living in.

Performance measures

In addition to the principal responsibilities all staff are required to contribute to the success of the university strategy including meeting university’s eight key performance indicators:

Our Students	<ul style="list-style-type: none">• Commencing progress rate• Student experience
Our Research	<ul style="list-style-type: none">• Research income• Research quality and impact
Our People	<ul style="list-style-type: none">• Engagement• All injury frequency rate
Our Social Responsibility	<ul style="list-style-type: none">• Underlying operating result• Community and partner sentiment



Faculty of Arts and Education

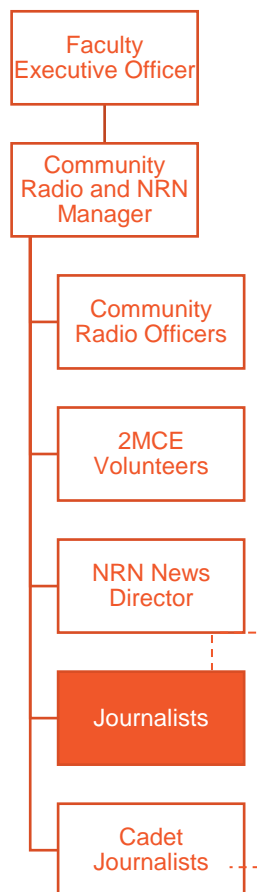
National Radio News

National Radio News (NRN) is the national news service for the community broadcasting sector, produced by Charles Sturt University in partnership with the Community Broadcasting Association of Australia (CBAA). It reaches over 1.5 million listeners a week and has been produced on the Bathurst campus for over 25 years.

NRN is a learning and teaching resource for the Bachelor of Communication in the School of Information and Communication studies. Cadet journalists are drawn from the course and students contribute to the service through their class work.

The service aims to produce diverse stories, highlighting voices and perspectives that reflect the principles of community broadcasting. This includes national stories told from a regional perspective and engaging with sector partners to produce original content.

Organisational chart



Reporting relationship

This position reports to: Community Radio and NRN Manager

Key working relationships

- Community Radio and NRN Manager



- Course Director, lecturers, and students, Bachelor of Communication
- Cadet journalists
- Political reporter, CBAA
- Sector partners in the Enhanced National News Project

Position overview

The Journalist is responsible for producing hourly bulletins for National Radio News. They will produce stories that reflect the principles of community broadcasting, showcasing diverse voices and perspectives and provide insights that aren't generally reflected in other news outlets.

Principal responsibilities

- Work under general direction of the National Radio News Director to produce hourly bulletins that serve the community broadcasting sector audience
- Monitor a wide range of sources to produce stories relevant to a diverse audience across Australia
- Apply editorial guidelines and the Community Broadcasting Codes of Practice to the production of news
- Contribute to daily editorial planning and forward planning for event coverage
- Assist with training and development of communication students and junior staff and provide oversight of their work
- Produce original interviews that respond to the news of the day with a focus on community voices
- Work to tight deadlines and remain calm under pressure
- Other duties appropriate to the classification as required



Role-specific capabilities

This section comprises capabilities from the Charles Sturt [Capability Framework](#) identified as essential or critical for success in this role.

Focus on service	Strive to meet needs and exceed expectations of our students, communities, and colleagues (performance focus, quality outcomes, student welfare, equity and conduct).
Innovative	With creativity at our core, be open to new ideas and seek to find better ways.
Live our values	Uphold the Charles Sturt University values daily in our own behaviours and interactions with others.
Present and communicate information	Speak clearly and fluently, express opinions, make presentations, respond to an audience, show credibility.
Write and report	Write clearly, succinctly and correctly, convince through writing, avoid jargon, structure information.
Analyse	Analyse information, probe for clarity, produce solutions, make judgements, think systemically.

Physical capabilities

The incumbent may be required to perform the following.

- Sitting for long periods at a computer desk



Selection criteria

Applicants are expected to address the selection criteria when applying for this position.

Essential

- A. Completion of an associate diploma level qualification in journalism or a related discipline with relevant work-related experience (including experience gained in parallel with undertaking fractional-time study) or a certificate level qualification with post-certificate relevant work experience; or an equivalent level of knowledge gained through any other combination of education, training and/or experience.
- B. Knowledge of the community broadcasting sector audience, guiding principles, and Codes of Practice.
- C. High level writing and communication skills for a target audience, demonstrated editorial judgement skills, and ability to contribute to editorial planning.
- D. Experience in presenting and producing hourly radio news and/or current affairs with strong on-air presentation skills and ability to meet tight deadlines.
- E. Proven ability to work effectively in a team with capability to develop junior staff members.

Desirable

- F. Knowledge of NewsBoss, Adobe Audition and radio studio operations.
- G. Experience working in a university environment.



● Brisbane

New South Wales

● Dubbo

● Port Macquarie

● Orange

● Bathurst

Goulburn
NSW Police Academy ●

● Sydney

● Wagga Wagga

● Canberra

● Albury-Wodonga

● Wangaratta
Regional Study Centre

Victoria

● Melbourne

● - Capital city ● - Campus location

