Position Opening: All Things Considered Host

EMPLOYMENT AD WORDING:

KUNC, an award-winning NPR affiliate station in Northern Colorado, seeks an All Things Considered host to join our team. The All Things Considered Host writes and delivers on-air newscasts and other show elements within the body of All Things Considered. The host is also responsible for the delivery of underwrites, weather and other station announcements within scheduled breaks. ATC Host also records weekend automation breaks.

All Things Considered Host must be a productive, responsible, and enterprising individual possessing a passion for how global, national, and regional issues connect to the KUNC listening area, which encompasses Colorado’s Front Range, the Eastern Plains, and mountain communities.

Skills, Knowledge and Abilities:

- Bachelor’s degree and at least one year of on-air broadcast news and hosting experience preferred.
- Engaging and professional on-air presence and comfort with hosting a live program as well as the ability to interview in an NPR style.
- Demonstrated history of maintaining high journalistic standards of objectivity, balance and fairness.
- Excellent written and oral communication skills.
- Proven ability to consistently work well with others, demonstrating at all times respect for the diverse constituencies at KUNC and within the public broadcasting system.
- Ability to meet deadlines, handle multiple responsibilities at once, and shift gears quickly.
- Demonstrated understanding of digital and social media concepts and tools and ability to think creatively about digital content.
- Experience with Adobe Audition or other digital audio editing software is helpful.
- Bilingual in Spanish is preferred, but not required.

For a full job description, please visit www.kunc.org/employment-internships.

Please submit resume, links to online examples of your work, and cover letter to hr@kunc.org. KUNC is an equal opportunity employer and encourages workplace diversity.

For best consideration apply by Sunday, November 1, 2020.

Job Postings

- Kunc.org (10/12/20 – 12/1/20)
- CPB Jobline (10/12/20 -11/11/20)
- Public Media Career Center (10/12/20 -11/11/20)
- National Association Hispanic Journalists (10/12/20 –11/11/20)
- National Association of Black Journalists (10/12/20 – 11/11/20)
- Journalism Jobs (10/12/20 - 11/11/20)
- Andrew Hudson’s Job Postings (10/12/20 -11/11/20)
- National Alliance of State Broadcasting Association (10/12/20 -11/11/20)
**Position Opening: Producer – KUNC’s “Colorado Edition”**

**EMPLOYMENT AD WORDING:**

Award-winning NPR affiliate station KUNC seeks a producer to join our team to help create content for our signature daily local program. Colorado Edition takes an in-depth look at the issues affecting Northern Colorado and explores life in the region through diverse voices and perspective.

The producer is a passionate journalist who works well with editors and colleagues, understands the issues in Colorado, and manages multiple tasks – all while being fair, accurate and ethical. Our ideal candidate has a solid foundation in radio production and journalism, a desire to work as part of a team, creative ideas for covering issues affecting Colorado, and a can-do attitude for meeting expectations.

**Experience, Skills & Education:**

- We prefer candidates with a public radio background but are open to training an applicant with news reporting experience in other media who shows a strong desire to transition to public radio reporting in the NPR style.
- Demonstrated ability to be flexible with segment assignments while still meeting deadlines.
- Ability to work collaboratively, demonstrating an understanding and respect for public broadcasting in general and the diverse constituencies it serves.
- A bachelor’s degree in journalism or related field and one year of experience in journalism.
- Bilingual in Spanish is a plus but not required.

For a full job description, please visit [www.kunc.org/employment-internships](http://www.kunc.org/employment-internships).

Please submit resume, links to online examples of your work, and cover letter to hr@kunc.org. KUNC is an equal opportunity employer and encourages workplace diversity. For best consideration apply by November 30, 2020.

**Job Postings**

- Kunc.org (11/12/20 – 1/25/21)
- CPB Jobline (11/12/20 – 12/12/21)
- Public Media Career Center (11/12/20 – 12/12/21)
- National Association Hispanic Journalists (11/12/20 – 12/12/21)
- National Association of Black Journalists (11/12/20 – 12/12/21)
- Journalism Jobs (11/12/20 – 12/12/21)
- Andrew Hudson’s Job Postings (11/12/20 – 12/12/21)
- National Alliance of State Broadcasting Association (11/12/20 – 12/12/21)

Total Number of Applicants: 39

Total Number of Applicants Interviewed: 3
Community Radio of Northern Colorado (CRNC), operator of NPR-affiliate KUNC and The Colorado Sound is seeking an innovative, broad-minded, energetic, and strategic leader. The right individual for this position must be passionate about the mission of CRNC and possess significant business, financial, management and leadership skills.

The successful candidate must have a track record of achievement, as a leader with a complex organization or business, ideally one that is related to media, content development, and/or public engagement. S/he must be able to develop and implement a vision for how KUNC and The Colorado Sound can reach more people, adapt its delivery platform strategy, and deepen its impact on the communities it serves while ensuring a viable long term financial structure.

The candidate must possess the skills necessary to be a strong and credible advocate for the station, and a superb communicator with both large and small groups. S/he must be able to navigate effectively on a local, state, and national stage, and bring the credibility to work with media, business, government, and philanthropy. The individual must demonstrate political acumen without being overtly ‘political.’ Experience in developing and implementing successful fundraising strategies is also important.

The following skills and competencies are noted:

**Mission Alignment and Media Knowledge**

- Embraces CRNC’s mission to “strengthen the community by cultivating the mind and spirit - informing, inspiring and entertaining.”
- Brings knowledge and credibility in public radio and the media industry.
- Possesses knowledge and ability to successfully lead CRNC in its continuing efforts to implement the digital transformation that is changing public radio.
- Maintain credibility with journalists within the region and beyond.

- Passionate about engaging and representing the diverse communities of the region as well as connecting to the key issues of contemporary society.
- Lives the values and mission of CRNC and shares the organization’s unending commitment to integrity, diversity, curiosity, accuracy, excellence, and impact.

**Strategic Leadership**
Proven ability to analyze the mission and business drivers of an organization, develop a vision for the future, and lead the team to develop a strategy responsive to a fast-changing, external environment.

Demonstrated track record of leading innovation and ability to inspire team members to explore new ideas.

Ability to “see around corners” and chart the course for future challenges and opportunities.

Experienced at successful change management while respecting the existing culture of the organization.

Possesses excellent judgment. Shows wisdom and maturity in making decisions, while maintaining a balanced perspective and weighing a multiplicity of factors to achieve an optimal outcome.

Continually monitor and propose periodic updates to the organization’s strategic plan to reflect the changing market, technology advancements, and business conditions.

Steward CRNC’s reputation and build its brand and presence in and beyond through thoughtful, effective and strategic communication, active engagement with stakeholders, and conscious outreach beyond core constituents.

**Fundraising**

Proven ability to identify, cultivate, and successfully engage individual donors and institutional funders.

Demonstrated success connecting a funder’s interests with organizational goals in a manner that builds long term sustainable support.

A persuasive, inspiring, and credible proponent of the organization.

Ideally, has been involved in a campaign or an equivalent funding effort focused on institutional initiatives and capital goals.

In collaboration with the Board of Directors, lead development efforts and target, cultivate and close new funding sources to build significant financial support from institutions and individuals.

**Relationship Building, Outstanding Interpersonal Skills, and Strong Ability in Communications**

Has experience working with a nonprofit governing board and skilled at leveraging the talents of a committed and supportive Board of Directors.

Knowledgeable about effective Board practice and governance; has experience helping a Board build consensus and develop strategy.

Has a proven capacity to develop and maintain strong relationships with a wide range of important constituencies, partners, and funders; able to leverage those effectively to accomplish CRNC goals.

Demonstrates an exceptional capacity to communicate and connect with people at all levels.

Understands the experiences, values, and motivators of others. Has a transparent, open, and authentic style that brings people together. Exhibits the emotional intelligence required to lead an organization.

Effectively builds coalitions necessary to accomplish goals through persuasion, networking, and broad influence.

Able to inspire trust and respect at the highest levels across multiple sectors and disciplines.

Confident, yet humble. Is institutionally minded rather than focused on self. Possesses a sense of humor with the ability to see the lighter side of difficult situations.
· Direct, effective communicator and good listener.

Operational Leadership and Business Acumen

· Able to engage and inspire the team to participate as CRNC continues to transform for the future.
· A willingness to connect the past with the future while propelling momentum around the acceptance of change in an evolving media landscape.
· Skilled at developing and leading an energized, motivated, collaborative, and committed team.
· Has an eye for talent and can develop and retain, and recruit as necessary, top talent across the organization who will bring positive change, ensuring that CRNC reflects the diversity of the community it serves and its listening area.
· Is committed to high standards as it relates to ethics, laws, standards, legislation, and emerging trends that may affect organizational practice.
· Recruit, develop, and retain top caliber and diverse team members, and continually reassess organizational structure and needs and the competitive environment evolve.
· Manages performance. Translates goals into actionable performance objectives that are easily understood, sets prompt execution standards, and holds teams accountable for agreed-upon results.
· Instills financial literacy and discipline throughout the organization’s professional staff and network to protect and enhance fiscal soundness as a way of enabling mission fulfillment.

The successful candidate would be expected to have the following qualifications and characteristics:

· Leadership experience: Visionary and inclusive leadership. Demonstrated success in conceiving and implementing creative strategies that increase impact. Accomplished executive management, including the formulation and execution of strategy, new business development, competitive market strategy and market creation, and the establishment of key partnerships and collaborations.
· Professional experience: Demonstrated ability to lead successfully and nimbly in highly dynamic professional industries. Knowledge of issues currently at play in media and journalism. Deep understanding of the ethical and professional standards and practices that guide public radio and media.
· Business and financial skills: An understanding of budgeting and forecasting, resource requirements, and revenue generation, and an ability to align those in the context of a strategic plan. Ability to create a framework for prioritizing resources; the skills needed to communicate priorities to others.
· Substantial experience in revenue generation: A record of success working with individual and organizational donors. An entrepreneurial mindset, as evinced in the ability to leverage resources and monetize activities and programs.
· Experience in talent development and support: Demonstrated success in attracting, retaining, and developing staff. Successful experience in building structures and processes that are rational and transparent. A leadership style that relies heavily on empowering colleagues, cultivating mutual respect, and encouraging teamwork.
· Outstanding communication skills: Ability to generate excitement around ideas, and to inspire cooperation and compromise. Clarity of expression matched by diplomacy and tact.
- Personal qualities: Superb interpersonal skills; integrity; the ability to lead an organization with fairness and humility. Personal and professional energy, resilience, patience, and optimism. An ability to engage individuals and groups through one's personal style, humor, and warmth.

Job Postings- COMPLETED BY LIVINGSTON ASSOCIATES: PUBLIC MEDIA RECRUITING FIRM
- Kunc.org (8/23/20 – 3/5/21)
- CPB Jobline (8/21/20 – 9/20/20)
- Public Media Career Center (8/21/20 – 9/20/20)
- National Association Hispanic Journalists (8/21/20 – 9/20/20)
- National Association of Black Journalists (8/21/20 – 9/20/20)
- Medibistro (8/21/20 – 9/20/20)

Total Number of Applicants: 47
Total Number of Applicants Interviewed: 19

Position Opening: Chief Financial Officer (Full-Time, Exempt)

EMPLOYMENT AD WORDING:

Reports to: CEO/President

Here at Community Radio for Northern Colorado (CRNC), we treasure our community. Our mission is to strengthen our community by cultivating the mind and spirit- informing, inspiring and entertaining. KUNC & The Colorado Sound are two award-winning public radio stations under the CRNC umbrella, seeking an experienced and visionary leader as our Chief Financial Officer (CFO). As CFO, you will work closely with the CEO/President to perform effective risk management and to ensure financial management is strategically aligned with the mission of CRNC.

As CFO, you must be well-versed in all aspects of financial management ranging from simple accounting to broad investment and banking operations.

A brief description of duties can be found below. For a complete job description, please visit https://www.kunc.org/employment-internships.

Job Duties:

Finance
- Supervise and evaluate the Bookkeeper, including providing feedback and professional development opportunities.
- Ensure adequate internal controls are in place to protect assets and ensure accurate financial statements.

Human Resources
- Annually review salary ranges and benefits offerings, including health/dental/vison insurance and more, ensuring that CRNC is offering a competitive benefits package that fits within the financial constraints of the budget.
- Review monthly payroll as prepared by Office & HR Manager.

On-Air Fundraising/Membership
Review budget assumptions and goals with CEO/President, Operations Manager and Director of Individual Giving

**Skills, Education & Experience:**

- Bachelor’s degree in business, finance, accounting, or another related field such as non-profit administration.
- Five or more years of experience in accounting, including accounts payable, grant reporting, payroll, and month-end closing as well as strategic planning and business development.
- Proven experience as a CFO, finance manager or relevant role
- Outstanding communication and listening skills.
- Proven ability to consistently work well with others, demonstrating at all times respect for the diverse constituencies at KUNC/The Colorado Sound and within the public broadcasting system.
- Experience with a public media management role is a plus, but not required

Please submit a resume, cover letter and references to hr@kunc.org.
For best consideration, apply by **April 4, 2021**.

**Salary Range** - $85,000-$105,000/year
We offer competitive salaries and generous benefits including:
- health & dental care with over 90% of premiums paid by employer
- life & short-term disability insurance
- 403b retirement with 5% company match
- 8 paid holidays, +1 floating holiday
- maternity/paternity/partner leave and more.
CRNC is an equal opportunity employer and encourages workplace diversity.

Job Postings

Kunc.org (3/4/21- 5/10/21)
CPB Jobline (3/4/21- 4/3/21)
Andrew Hudson Job List (3/4/21- 4/3/21)
LinkedIn (3/4/21- 4/3/21)

Total Number of Applicants: 33
Total Number of Applicants Interviewed: 2

**Position Opening: Sustaining Membership Coordinator** *(Full-Time, Exempt)*

EMPLOYMENT AD WORDING:
KUNC and The Colorado Sound seek an energetic people-person to join our membership team. The Sustaining Membership Coordinator will manage all aspects of the sustaining membership program at KUNC and The Colorado Sound, a program that includes over 11,000+ members and generates approximately 53% of annual membership revenues.

**Primary Functions:**
The Sustaining Membership Coordinator will work on the front lines of the membership program, providing excellent customer service to our loyal members. The right candidate will be enthusiastic, creative, patient, a good team player, detail oriented, database savvy, enthusiastic about public media and eager to implement strategies that will continue to grow our sustainer program.

**Skills, Education, & Experience:**
- Excellent verbal and written communication skills
- Bachelor’s degree in a relevant field or an equivalent combination of skills and experience
- Strong computer skills, including experience working in Blackbaud’s Raisers Edge or similar fundraising CRM software
- Proven ability to deal with customers in a variety of situations
- Understanding of the mission of KUNC and The Colorado Sound and an ability to articulate that mission to donors and the general public

A complete job description is available at [www.kunc.org/employment-internships](http://www.kunc.org/employment-internships). Please submit a resume and cover letter to hr@kunc.org. For best consideration apply by **February 14, 2021**.

**Salary Range** - $46,000-$50,000/year
We offer competitive salaries and generous benefits including health & dental care, life & short-term disability insurance, 403b retirement, paid holidays, maternity/paternity/partner leave and more.

KUNC is an equal opportunity employer and encourages workplace diversity.

Job Postings

Kunc.org (1/25/21- 3/11/21)
Andrew Hudson Job List (1/25/21-2/24/21)
Colorado Nonprofit Association (1/25/21-2/24/21)
LinkedIn (1/25/21)
Greater Public (1/25/21)
PRADO (2/9/21)
Indeed (1/25/21- 2/24/21)
On-Air Announcements (COS 2/1/21-2/5/21 & KUNC 2/8/21-2/12/21)

Total Number of Applicants: 37
Total Number of Applicants Interviewed: 2