

Senior Editor

Reports To
Managing Editor



Job Overview

This key editorial position is responsible for guiding the journalistic direction and quality of programming across multiple platforms. Work with hosts, producers, and reporters to develop stories, shape broadcasts, and ensure ethical standards are met. Mentor junior staff and foster a collaborative and creative newsroom.

Responsibilities and Duties

- Tracks news and recommended stories, angles and areas of coverage.
- Edits copy for broadcast and publication to be factually correct and stylistically engaging.
- Offers regular feedback and guidance, training where appropriate.
- Assists with managing work schedules and assignments.
- Works with news leadership in programming informative, timely, textured broadcasts every week day.
- Monitors editorial and journalistic integrity, continuity, and quality of air and digital product.
- Plans, assigns, and oversees breaking news and special events.
- Fills in for Managing Editor as needed.

Qualifications

- Bachelor's degree or equivalent work experience.
- At least 2 years experience managing direct reports in a journalism operation.
- At least 5 years experience creating journalism content as a reporter, editor, or producer.
- Editorial leadership experience in a newsroom with a daily cadence.
- Experience producing and editing news broadcasts/reports.
- On air experience in an audio or video environment preferred.
- Strong leadership skills.
- Excellent editing skills in a fast-paced news environment.
- Excellent news judgement and ability to make decisions under pressure.
- Experience in maintaining editorial standards across various platforms such as broadcast, text, social media etc.
- Excellent communication and people-management skills, including constructive feedback.
- Ability to work under stressful conditions and strict deadlines.