

# Live Show, Newscast, & Podcast Editor



## Reports To

Executive Producer, Shows & Podcasts

## Job Overview

WAMC is seeking a dynamic live show, newscast, and podcast editor. The person in this role is responsible for shaping, refining, and delivering high-quality written and audio content across live broadcasts, podcasts, and digital platforms. This position combines sharp editorial judgment with real-time production support, ensuring all content is clear, accurate, engaging, and deadline-ready.

The ideal candidate is an exceptional writer and editor with a deep understanding of audio storytelling, live show workflows, and digital publishing. They thrive in fast-paced environments, can turn around clean copy quickly, and ensure consistency and polish across every piece of content.

## Responsibilities and Duties

### Editorial Leadership

- Edit scripts, rundowns, and segment copy for live shows, newscasts, and podcasts
- Ensure factual accuracy, editorial clarity, and consistent voice across all written and audio content
- Collaborate with producers and hosts to refine scripts and adjust content during live or breaking coverage
- Support post-production editing of podcasts, including tightening scripts and refining narrative flow

### Writing & Content Development

- Work with WAMC reporters and producers to shape raw tape and interviews into broadcast segments
- Translate complex or breaking news into clear, engaging, audience-friendly language
- Adapt content for multiple platforms, including web, podcast feeds, and social media
- Maintain a high standard of grammar, style, and editorial precision across all outputs
- Manage fast-paced editorial workflows to meet strict daily production and publishing deadlines
- Assist in timing, pacing, and structure of live broadcasts and recorded segments

### Quality Control & Standards

- Uphold the highest standards of editorial accuracy, ethics, and quality control
- Ensure all content meets legal and copyright requirements
- Maintain consistency with organizational style guides and editorial policies

### Audience & Optimization

- Edit and optimize show & podcast titles, descriptions, and show notes for clarity and discoverability

- Incorporate audience feedback and performance insights to improve clarity and engagement
- Collaborate with digital teams to ensure content is polished and platform-ready

### **Qualifications**

- 2+ years of experience producing a daily live radio show, broadcast news program, or equivalent. Public radio experience strongly preferred
- Demonstrated experience editing audio for broadcast or podcast—specifically, cutting long-form content to shorter versions under deadline.
- Speed and precision with audio editing tools (Pro Tools, Adobe Audition, Hindenburg, or equivalent). Familiarity with video editing is strongly preferred
- Exceptional writing, editing, and proofreading skills, with a sharp eye for detail
- Strong understanding of audio storytelling and narrative structure
- Ability to meet tight daily deadlines in a fast-paced newsroom or production environment
- Experience with audio editing tools, digital publishing workflows, and social media
- Excellent communication and collaboration skills, especially under deadline pressure
- Strong news judgment and the ability to quickly adapt content as stories evolve
- Ability to manage multiple projects simultaneously while maintaining high editorial standards
- Genuine roots in or deep familiarity with the Capital Region, Hudson Valley, Adirondacks, Vermont, Connecticut, and/or the Berkshires. You don't need to have grown up here—but you need to care about this place specifically
- Familiarity with content management systems and digital platforms
- Bachelor's degree in Journalism, Communications, or related field—or equivalent experience

This is not primarily a post-production role where you work on pieces over days or weeks. The daily edit is a real-time, high-stakes, every-single-day function. If you thrive under that kind of daily pressure and find it energizing rather than depleting, this role is for you. If you prefer longer timelines and deliberate production, we'd encourage you to consider whether the pace is right.