

Local News Writer and Reporter (CPI)

KISU-FM Job Announcement – Local News Writer and Reporter (CPI)

Posted: August 10, 2026

Status: Open until filled

Position Description

KISU-FM seeks to fill one student CPI position for a local news writer and reporter. This employee will be an important member of KISU's local news team. Primary duties include researching breaking news stories, writing radio news scripts, and recording short newscasts for KISU's morning and afternoon programming.

Duties

- Take sole responsibility for one to two news reporting shifts per week.
- Assist other news team members and fill in as needed.
- Write summaries of local and regional news reports.
- Occasionally write questions for and conduct radio interviews.
- Use portable recording equipment to capture sound bites, press conferences, meetings, and quotes for local news stories.

Minimum Qualifications

- Must qualify for CPI participation at Idaho State University (Junior or Senior standing for Fall 2026 and Spring 2027).
- News reporting experience is not required; training will be provided.
- Preference may be given to students pursuing journalism, communications, or other media- or writing-related degrees.
- Knowledge of public radio programming and news reporting is beneficial but not required.
- Demonstrated reliability and professionalism.

Preferred Skills and Abilities

Strong candidates will possess:

- Strong writing skills, including the ability to summarize and identify key details from news reports, press releases, and a variety of digital and print sources.
- Strong verbal language skills; able to read scripts quickly and clearly.
- Reliability and the ability to consistently meet deadlines.
- Ability to work well independently.
- Flexible schedule with availability for evening hours and some work during university breaks and select holidays.

- Excellent written and verbal communication skills and the ability to coordinate effectively with news team members.

Work Schedule and Wage Details

- Some training and work shifts will occur during evening hours (approximately 5:00 p.m. to 11:00 p.m.).
- CPI employees will regularly work between 10 and 15 hours per week.
- Hourly compensation: 13/hour for undergraduate students; 15/hour for graduate students.
- Must be available for the academic school year.
- CPI may be asked to continue for a second academic year.
- Work during summer months may be available but is not required.

How to Apply

Please email or deliver the following:

1. Professional resume with contact information for two professional references.
2. Cover letter describing:
 - Applicable experience, skills, and abilities
 - Major(s) or field of study
 - Class level and expected graduation date
 - A brief explanation of how this position aligns with your professional goals

Application materials can be:

- Delivered in person to KISU-FM, Room 101, Pond Student Union Building, Idaho State University
- Emailed to: **JamonAnderson@isu.edu**

Finalists for this position may be asked to complete a short news writing and reading skills assessment.