

## **Volunteer Role Description**

### **Position - Sports Show Producer (Volunteer)**

#### **Job Purpose**

We are seeking a number of talented people with a passion for the people and places of South Durham to produce a range of sports programmes.

#### **Activities**

Reporting to the Programme Director(s), and working with other volunteers you will:

1. Be responsible for co-ordinating and directing the station's sports radio programming, bringing the most interesting local sports news stories to our radio, website and social media audiences
2. Have a background / qualification / an interest in sport and or journalism, with a passion for sharing that with people in South Durham in an interesting and informative way
3. Have well developed communication skills and be confident in directing and co-ordinating a team of volunteer presenters and news reporters
4. Be aware of and work within the terms of the station's music licences, our station Style & Presentation Guide and meeting the requirements of Ofcom's Broadcasting Code
5. Have well developed IT skills, preferably with previous experience of working in a broadcasting environment

#### **Volunteer Commitment**

Our best estimate is that this role will require an average of 2-10 hours per week of volunteer time.

The times would depend upon our programme schedule and your availability, with some degree of flexibility.

There are occasions where you may be expected to work alone.