

**NAMIBIA MEDIA HOLDINGS** an equal opportunity employer has the following vacancy for a dynamic and energetic person with Namibian Citizenship.

**JOURNALIST & MULTIMEDIA CONTENT CREATOR**

**Paterson Grade: C1**

**Duty Station: Swakopmund/ Walvisbay**

**Job Purpose**

Produce /and or present relevant, compelling and factually correct news and feature content across a broad range of subjects for this publication and other NMH publications (both online and in print).

**Minimum Qualifications, Education & Experience**

- Diploma or degree in Journalism, Languages or Media Studies
- At least 5 years' experience in media
- Good general knowledge
- Knowledge of particular target market / audience
- Knowledge of topical issues and current affairs
- Proficient in relevant computer software packages and application
- Passion for media
- Established network of contacts
- Valid driver's license
- Experience writing for a mainstream newspaper or magazine will be a bonus

**Skills & Competencies**

- Able to work under extreme pressure and to adhere to strict deadlines
- Good time management and the ability to multi-task effectively and follow through
- Sound news judgment
- Detail orientated
- Good people skills
- Quality orientated
- Good decision-making abilities
- Persistent/results orientated
- Questioning, listening and presenting skills
- The ability to work independently
- Resilience
- Able to write fluently in the languages required by the publication
- Creativity
- Excellent communication and presentation skills

**Key Performance Areas**

- Produce written content for the publication's printed and online editions and shows
- Manage content for the publication's printed and online platforms
- Manage the publication's digital platforms
- Investigate, research and write target-market-specific news and/or feature reports
- Take photographs
- Produce video content and conduct interviews for online page, website and shows
- Contribute towards annually produced supplements
- Be on standby at all times (weekends, after hours and public holidays)
- Able to travel

### **Duties & Responsibilities**

- Performs tasks assigned by the News Editor to ensure coverage of local events
- Investigate and research content for news and/or feature reports to add value to the publication's printed and online platforms
- Create target-market-specific articles and generate feature ideas to serve the readers' community to maintain interest.
- May be required to assist and support junior permanent staff and interns to assure staff development
- Generate and liaise with network of contacts to assist with research or completion of articles/features
- Take photographs and videos to illustrate editorial content
- Produce content for online and other platforms
- Introduce, develop and host online programmes
- Conduct interviews with guests in the studio, telephonically or on site
- Read short news, traffic, sport or weather reports
- Be on standby at all times (weekends, after hours and public holidays) to report on breaking news.
- Able to travel extensively to provide coverage of news events outside the main centre of operations
- Comply with the requirements set out by the Namibian Press Code to ensure ethical behaviour at all times
- Write and present quality news, scripts and feature articles, adhering to strict deadlines to conform to the style guide of the publication and online platforms
- Correctness of language (grammar, spelling, syntax) style and formal consistency of publications

Interested candidates who qualify for the above position can forward their CV with certified copies of qualifications and relevant documentation to:

The Human Resources Department

E-mail: [vacancies@nmh.com.na](mailto:vacancies@nmh.com.na)

Please write "**Journalist & Multimedia Content Creator - Paterson Grade:C1**" in the subject line

Covid-19 vaccination required. Appointments will be granted to suitable vaccinated candidates.

Only shortlisted candidates will be contacted. No documents will be returned.

**Closing date:** 22 November 2022

**Interviews:** 25-26 November 2022