



Tillicum Foundation

KMUN 91.9 – KTCB 89.5

PO Box 269 Astoria, OR 97103-0269 503-325-0010 www.kmun.org

KMUN seeks News Host/Production Assistant (part-time)

Love the North Oregon Coast? Love radio? KMUN seeks an enthusiastic, self-motivated team member to host and produce local and regional news and public affairs programming. Applicants with a background or interest in audio production and journalism are especially encouraged to apply.

KMUN is a listener-powered, volunteer-operated community radio station serving the Lower Columbia Pacific Region with local and national news, public affairs and music. KMUN has approximately 1,200 members, 120 volunteers, 7 staff members, and reaches a potential audience of 85,000 listeners across 5 counties in rural NW Oregon and SW Washington.

News Host/Producer is a permanent, part-time position, 18-25 hours/week with the potential for growth. Salary/benefits: \$20-25.00/hour depending on experience, paid holidays.

Responsibilities

- Produce, record, and upload files for the KMUN-produced morning and evening news hours Monday-Thursday as laid out by the news director.
- Assist with production and airing of public affairs programming.
- Help produce and curate local and regional news content available through existing news partnerships
- Substitute for the news director when needed
- Miscellaneous shared responsibilities including public events, live broadcasts, fund drives and office duties

Qualifications

- Strong public communication skills. Confident speaker with strong writing skills.
- Basic computer literacy, including social media, word processing, Google Workplace.
- Audio production experience and a strong interest in audio and radio.
- Working knowledge of Wordpress and Google Workspace.
- 1-3 years of professional or educational experience in journalism, broadcast, or a related field preferred.

Competencies

- Passion for learning new skills.
- Willing to engage in professional development related to radio journalism.
- Takes direction well and learns quickly.
- Ability to stay calm under pressure.

- Punctual, consistent, and trustworthy.
- Commitment to community radio and the mission of the Tillicum Foundation.

Please submit resume, cover letter, and 2 professional references to stationmanager@kmun.org. Applications will be accepted until February 13, 2026.

KMUN is an equal opportunity employer that celebrates diversity and is committed to creating an inclusive environment for all employees.