

## **POSITION DESCRIPTION**

National Broadcasting Corporation

### **AM25000154 - Executive Director - Provincial Radio**

The **National Broadcasting Corporation (NBC)** known as the “Voice of PNG” is Papua New Guinea's state-owned media organization and national broadcaster. NBC provides essential services by delivering programs that enrich, inform, entertain, reflect national identity and give voice to the people, since 1973.

This is an opportunity to join the NBC and make a difference, leading the provincial radio team. This position is based in Port Moresby.

#### **EXECUTIVE DIRECTOR – PROVINCIAL RADIO (GR.18)**

Reporting to the Managing Director through Deputy Managing Director Operations, the incumbent will manage, develop and maintain a high standard of balanced editorial and musical content on NBC Provincial Radio Service conducive to the development and unity of the nation in close consultation with the overall vision of the NBC Corporate Plan.

#### **Key Responsibilities:**

- Report to the Managing Director on all matters relating to the efficient and effective management of all the provincial radio stations
- Oversee the development and maintaining of a high standard of balanced and impartial editorial and music content on Provincial Radio
- Manage all program staff, including training, development and mentoring
- Build and maintain relationships with internal & external stakeholders to ensure smooth operations and effective communication
- Maintain and develop systems for on air monitoring including the effectiveness of scheduling strategies, including presentation and promotion to effectively solve problems and faults
- Develop revenue generating opportunities to maintain quality broadcast and support nationwide information gathering and take responsibility for the preparation of the division's financial plans, in particular, the annual budget and the division's financial performance
- Administratively responsible for the activities of the division
- Ensure efficient and cost-effective use of the division's resources to achieve the division's and the corporation's objectives as per the Corporate Plan
- Other duties as directed by Deputy Managing Director Operations and the Managing Director.

#### **Required Qualifications & Experience:**

- Do you have a Post graduate qualification? If yes, provide details
- Do you have a Bachelor's degree in Media Communication, Broadcast Journalism, Business Management or a related field? If yes, provide details
- Do you have a minimum of 5 years' experience in radio programming at the executive management level, ideally in the media industry? Provide details
- Do you have experience in audio editing programs? Provide details
- Share your experience as a Team player
- How fluent are you in speaking and writing the 3 National languages (English, TokPisin & Motu)? Provide details

**This position is open to PNG citizens only.**

**APPLY NOW**

Please visit our website: <https://vanguard.com.pg/vacancies/> , download and complete the online application form then submit together with your updated CV, certified copies of qualifications, including contact details of three (3) referees, by email to [executiverecruitment@vanguard.com.pg](mailto:executiverecruitment@vanguard.com.pg)

For more information, call (+675) 7500 7500.

**Applications close 4:06pm, Friday, 30<sup>th</sup> May 2025**

*Only shortlisted applicants will be contacted*

Authorized by:

**KORA NOU**  
Acting Managing Director

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to [executiverecruitment@vanguard.com.pg](mailto:executiverecruitment@vanguard.com.pg) together with a copy of your CV in MS Word format.