



Job Description

Job Title	Volunteer Radio Producer
Organisation	Radio Bath CIO
Location	Radio Bath, River Tree House, Lower Bristol Rd, Bath BA2 9ES
Hours	Minimum of 3 hours per week on a regular basis. We offer fully flexible volunteering hours, so you can contribute at times that work best for you.

About Radio Bath CIO

Radio Bath CIO was co-founded by Steve Fountain, Simon McNeill-Ritchie and Loraine Morgan-Brinkhurst MBE in November 2019, and launched one year later. A registered charity (no. 1193978) operating 24/7 under a commercial Digital Audio Broadcasting (DAB) licence and online. Radio Bath CIO is a highly innovative model seeking to restore Independent Local Radio to our towns and cities on a sustainable basis.

Specifically, Radio Bath CIO provides local news and other information of benefit to the community, and interviews over 1,000 guests each year. We also bring the community together through our own events, as well as the media partner for the Bath Half marathon, Peasedown Party in the Park, the Rotary Club's fireworks display, and many other events.

Radio Bath CIO is now seeking to create a Community Media Hub to provide opportunities for people of all ages to gain confidence in their digital media skills, explore their creativity and improve their educational and employability prospects.

What you'll do

- Schedule programmes and assist in planning the station's broadcast schedule.
- Source and book interviewees, guests and local contributors.
- Research and develop engaging news stories and feature ideas.

- Record, edit and produce recorded content using digital audio software (training provided).
- Support the management of live and remote broadcasts.
- Collaborate with presenters, technicians and the wider team to ensure smooth and professional programming.

What we're looking for

- Organised and creative individuals with good communication skills.
- An interest in media, broadcasting and/or storytelling.
- Experience in radio production or editing is helpful, but not essential - full training will be provided.
- Reliability and commitment to a regular schedule (minimum 3 hours per week).
- Team players who enjoy problem-solving and working behind the scenes.

What you'll gain

- Hands-on experience in radio production and content creation.
- Training in scheduling, audio editing and broadcast management.
- The chance to develop media and communication skills in a supportive, community-driven environment.
- Opportunities to make a real impact on local broadcasting and community engagement.

Interested?

If you'd like to find out more, please email **volunteer@radiobath.com**

If you'd like to apply, please email **volunteer@radiobath.com** with your name, email, phone number and a short introduction as to why you would like to volunteer for us.