Position Overview: The News Anchor must be able to take a potential story lead and conduct a thorough investigation of facts. Question and Answer sessions with news sources require the News Anchor to have fully investigated a story prior to scheduling interviews. He/she should assess on the spot the newsworthiness of an event and the people involved. In addition to tracking down story leads, the News Anchor makes editorial decisions on the pre-production of news stories and special projects with minimal or no supervision. The News Anchor is responsible for making decisions that are sound and legal within the context of journalism in order to present an accurate and balanced report while taking into consideration the delivery medium and his/her audience. The News Anchor is also responsible for ad-libbing information during developing news or breaking news situations. When reporting, News Anchors may be required to edit his/her own video.

News Anchors are responsible for gathering, researching and writing news stories, which can be posted “on-line” and/or for use on a web-based medium on either the company’s website or any other UCI subsidiaries. News Anchors may also gather research and write stories for transmission over radio and print. The News Anchor combines text, audio and video to produce accurate, timely and rich multimedia news reports in Spanish and/or English.

The News Anchors must be completely fluent in Spanish (written/spoken). Excellent and flawless Spanish writing skills is absolutely necessary. It is expected that Anchors will have excellent pronunciation and voice projection as well as good on-camera appearance required. News Anchors must maintain a well groomed professional appearance on/off camera during working hours and at all public appearances where they are representing the company. News Anchors must have the ability to travel both nationally and internationally.

Essential Functions:

- **Digital and Social Media:** News Anchor should have a good following and understanding of the best use of social media platforms for journalistic purposes. Anchor should be comfortable and perceptive about the use of new technologies to get her or his message across on the various social media platforms. Anchor should have the skills necessary to maintain a daily social media presence and grow our Newsroom following.

- **Research:** The News Anchor is responsible for gathering and researching facts as they pertain to a news story. The News Anchor must verify the accuracy of each story before its production on air. The News Anchor interviews, reads, investigates and follows any potential leads to produce an accurate interpretation of events. He/she may work with assignment editors, producers, writers, interns, photojournalists and other reporters to accomplish the story. Duties may include researching and interviewing for stories to be aired on T.V., radio, print or posted on-line in Spanish and/or English.

- **Writing:** The News Anchor is a storyteller. His/her aim is to write stories in language, which is accurate, clear, simple, direct and balanced. The News Anchor must take all the elements of a news story and write them in a manner, which is objective, informative and interesting. Writing style should capture the interest of the viewer instantly and should be followed with facts to support the news story. Special attention should be given to the medium (i.e.: television, radio, print, internet) and written in a manner consistent with that medium. Writing for a story on the Internet may allow the reporter to present more facts than would be permitted for television, making the writing detailed and longer. He/she must look for stories, produce them and write them in a manner that is responsive to the needs of the community that KDTV serves. The News Anchor must have exceptional writing skills. Sentence structure, diction, voice delivery, on-camera presence and content must be free of errors. Duties include researching and writing for on-line news articles and social media.
• **Producing/Editing:** The News Anchor is the producer of his/her own story and when reporting on a story, the News Anchor edits his/her own video. He/she must select the best video, sound, or text, which captures the essence of the story. All production must follow newsroom guidelines, which include developing sources and contacts among public institutions, government agencies, and other sources critical to developing a story. Producing a story requires the News Anchor to examine a story in a thorough but fair manner.

• **On-Air:** The News Anchor is responsible for obtaining and presenting the story on-air to the viewing audience. He/she must write, review and transmit a story that is accurate, credible and professional. News Anchors must maintain a well-groomed, professional appearance on/off camera during working hours and at all public appearances when representing the company. He/she may also be required to deliver news for all platforms without a script during breaking news situations and/or report live in the news studio, on radio or on location. The News Anchor must be able to assess the time needed to produce a story and adjust accordingly in order to meet deadlines. News Anchors present news and introduce reports live from the news set or from a live location. He/she must have excellent pronunciation in Spanish combined with excellent Spanish vocalization, voice projection and Spanish and English writing skills. In addition to speaking in a clear and captivating manner, News Anchors must have an overall personal appeal to viewers. News Anchors must understand news values, write well, report from the field and participate in station events representing the station. News Anchors represent the professionalism and credibility of the company and their actions and reporting style should be consistent with this standard. Other duties as deemed necessary.

**Education Requirements:** College degree with Major in journalism, broadcast journalism or communications desired.

**Work Experience:** Minimum 5 years’ experience as News Anchor in a Medium Market, preferably in Spanish television.

**Equipment Operation:** Computer literate. Proficiency in Microsoft Word, Excel, and Outlook required. Must have working knowledge of television/editing equipment and of i-News system.

**Other Required Skills:** Must be able to work in a high-pressure environment with occasional changes of schedules. Must interface with many sources including viewers, other stations, crews, news, technical staff community leaders, government and city officials. The News department is a fast-paced environment that demands personnel to make sound decisions in a quick and effective manner. Must have the ability to work well under pressure and in a deadline driven environment. Must have the ability to work a flexible schedule including nights, weekends, and holidays. Some travel may be required. This position is represented by SAG-AFTRA.

**Physical Requirements:** Ability to stand, walk, bend, type, edit, reach and sit for up to (8) hours.

Must provide link of On-Air Demo in order to be considered


**About Univision Communications Inc.**

Univision Communications Inc. (UCI) has evolved into a top-tier multimedia company with 17 broadcast, cable and digital networks; 59 TV stations; 67 radio stations; online and mobile apps; products and content creation facilities. UCI focuses on delivering a branded experience everywhere its audience is, reaching 49 million unduplicated media consumers monthly across TV, Radio and Digital. As a mission-driven Company, UCI is committed to informing, entertaining and empowering Hispanic America.

Univision Communications Inc. (UCI) ha evolucionado para convertirse en una empresa multimedia del más alto nivel, con 17 cadenas de televisión de señal abierta, por cable y digital; 59 estaciones de TV; 67 emisoras de radio; aplicaciones en línea y para dispositivos móviles, productos y sedes para creación de contenido. UCI se centra en ofrecer una experiencia con la marca dondequiera que esté su audiencia, alcanzando a más de 49M de consumidores mensuales en todas las plataformas. Como Compañía impulsada por una misión, UCI se centra en informar, entretenecer y empoderar a la comunidad hispana en los Estados Unidos. For more information, please visit [www.Univision.net](http://www.Univision.net).

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