

Job Specification

Podcast Producer of The Muslim Vibe

Part-time role producing and presenting The Muslim Vibe Podcast

The Muslim Vibe is a not-for-profit online magazine for Muslims in the West that launched in October 2014 and has since had over two million unique website visitors and engaged over five million people across social media.

We're looking for someone to join our team who is passionate about Muslim, social and current issues and has excellent communication skills. The podcast producer will report to the senior editor and the ideal candidate will be able to work independently as well as closely with others.

Roles and responsibilities:

- Working with The Muslim Vibe editorial team on podcast topics
- Sourcing guests to appear on a weekly podcast
- Researching, preparing for and presenting podcasts
- Editing the podcast for online transmission

Skills:

- Great organisational skills
- Excellent (predominantly verbal) communication skills
- Great knowledge of our audience, current affairs and Muslim culture/lifestyle
- Ability to conduct research independently
- Must be able to meet deadlines
- Knowledge of audio editing would be desirable

Our office is based in North-West London and for this role you will need to come to our office for recordings.

Salary: £450 per month

To apply, please send a copy of your CV and a cover letter to editor@themuslimvibe.com

Application deadline: 24th March 2017