

KILJ Radio is Hiring: Information Director

Location:

Mount Pleasant, Iowa

KILJ Radio is an independently owned, locally focused station serving southeast Iowa since 1970. With both AM and FM stations, we provide timely news, sports, weather, and community information across multiple platforms. Learn more at kilj.com.

Position Overview:

The Information Director leads KILJ's news department, overseeing daily news coverage and ensuring accurate, timely, and engaging content across radio, digital, and social platforms.

Key Responsibilities:

- Manage all operations of the news department
- Gather, write, and deliver local news (Monday–Saturday), updating stories as needed
- Produce clear, accurate news content in both audio and written formats for radio, website, and social media
- Attend and report on public meetings (school boards, city councils, county boards, utilities) and cover elections
- Schedule and conduct interviews with community leaders, organizations, and officials
- Supervise and assign weekend news coverage to part-time staff as needed
- Build and maintain relationships with community partners and news sources
- Develop strategies to grow and retain the station's news audience
- Maintain and update the community calendar on kilj.com
- Manage news-related social media content (Facebook, Instagram, Spotify)
- Assist with commercial production, including writing, recording, and editing
- Operate and maintain station equipment; troubleshoot technical issues as needed
- Assist with live broadcasts, breaking news, severe weather coverage, and other station operations
- Maintain the station's Public Inspection File in compliance with FCC regulations

Qualifications:

- Strong commitment to journalistic integrity and professionalism
- Ability to work independently while collaborating effectively with a team

- Excellent judgment, critical thinking, and problem-solving skills
- Strong written and verbal communication skills
- Ability to meet deadlines while maintaining accuracy and attention to detail
- Comfortable engaging with a wide range of community members

Experience in journalism or broadcasting is preferred.

Additional Details:

- Full-time position
- Includes some nights, weekends, and holidays
- Reports to the General Manager
- Salary based on experience

How to Apply:

Submit a cover letter, resume, and work samples by 5:00 PM, Wednesday, April 15, 2026 to Kadie Johannson, General Manager.

- *Email:* sales@kilj.com
- *Mail or in person:*
KILJ Radio
2411 Radio Drive
Mt. Pleasant, IA 52641

Equal Opportunity Employer

KILJ is an equal opportunity employer and provides equal employment opportunities to all employees and applicants without regard to race, color, religion, sex, national origin, age, disability, or genetic information. KILJ complies with all applicable federal, state, and local laws governing nondiscrimination in employment.