June 2018

**New York Kyodo News Bureau is seeking an Assistant Correspondent for a full-time position**

* JOB DESCRIPTION

Kyodo News America, Inc. is currently seeking an Assistant Correspondent to work largely covering the United Nations, which includes reporting on the Security Council and the General Assembly, and other events in New York.

Applicants should have knowledge or a deep interest in news gathering, international politics and affairs, the United Nations and other cultural, political and social matters. Expertise in Japanese politics and culture, as well as general knowledge about Asia, is desired. Language skills are a plus, but not required.

Primary duties include assisting the Japanese U.N. Correspondent in gathering and reporting daily news on a range of subject matters. This requires attending daily press briefings, large conferences and high-level summits and transcribing the key contents quickly and accurately keeping deadlines in mind.

Administrative tasks include writing, editing, planning logistics for Japanese correspondent, as well as arranging for, conducting and transcribing interviews.

This is a full-time position that may require paid overtime on occasion.

* QUALIFICATIONS

A University degree is required and a background in Japan is desired, but not required. Ideally, candidates should have a basic understanding of the news writing process and the ability to pursue a story from the beginning to the end--which includes conducting research, carrying out interviews and gathering information from a variety of sources.

Candidates should have strong writing skills and the ability to function in the diplomatic and other work settings where interpersonal relations are key in fostering sources and contacts.

Please note that Kyodo is not able to sponsor a Working Visa.

* APPLICATION PROCESS

Please address all correspondence to Mr. Masatoshi Nagata, New York Bureau Chief of Kyodo News, and send your resume and cover letter to: [nyjob@kyodonews.com](file:///C:\Users\Administrator\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\IA3VM01F\nyjob@kyodonews.com)

* ABOUT KYODO NEWS

Kyodo News is the leading news agency in Japan and one of the most influential news organizations in Asia. Most newspapers in Japan and major broadcasting stations subscribe to Kyodo. Kyodo also distributes news globally in English, Chinese and Korean language services.

Kyodo News America Inc. is a subsidiary of Kyodo News. It has four bureaus in the United States in New York, Washington, D.C., Los Angeles and Arlington, TX.