

Radio Programme Script Template

Theme example: “Towards a just energy transition”

(Adaptable template for any topic)

General notes for users of the template

- Replace everything in **[brackets]** with your own content.
- You can adjust the times depending on the total length of your programme.
- Voices:
 - **HOST / NARRATOR**
 - **GUEST / INTERVIEWEE**
 - **LOCAL VOICE**
- Music: use short **jingles** to mark changes between segments or sections.

1. Overview of basic structure (example for a 10–12 min programme)

Section	Approx. time	Content
A. Opening & intro	40–60 sec	Theme, welcome
B. Setting the scene / context	40–90 sec	Context
C. Testimony 1 (community)	40–90 sec	Community voice
D. Reaction & explanation (host)	20–40 sec	Link the testimony to the overall theme
E. Testimony 2 (local authority)	60–120 sec	Plans, policies, actions
F. Testimony 3 (social leadership / alternative perspective)	60–120 sec	Critical or complementary perspective
G. Key data / figures	30–60 sec	Brief, verified data
H. Additional case / brief history	60–120 sec	Another municipality, project or experience
I. Final reflection and call to action	40–80 sec	Summary, key message
J. Closing remarks & preview of the next episode	20–40 sec	Closing, teaser

2. Script template in detail

A. Opening & intro (40–60 sec)

MUSIC – Intro jingle (7–10 sec)

HOST / NARRATOR:

In [country/territory], as in many other parts of the world, [central theme – for example: the energy transition] has been a topic of discussion across various spheres: political, social and economic.

What does [the topic] entail? How has [the sector or main issue, e.g. the extractive sector] historically operated in this region? What does it mean for the communities living in these areas?

From [name of organisation / project], we aim, over [number] episodes, to contribute to an understanding of what [the topic] entails, particularly for [specific populations or territories]. We will examine the actions of local governments and the economic and social impact on these territories.

Welcome to [name of programme or podcast].

B. Framing the territory / context (40–90 sec)

MUSIC – Short jingle (5–7 sec, then lower volume)

HOST / NARRATOR:

According to [official source: e.g., the National Mining Agency / equivalent body], in [country / region] [key figure: e.g., “X municipalities depend on coal mining”]. Of this figure, [number] are located in [specific region].

We travelled to [name of territory or municipality] to speak with local leaders and authorities about what it has been like to live in these areas and what implications [central theme, e.g. extractive industries and the energy transition] has had.

C. Testimony 1 – Local voice (40–90 sec)

INSERT – LOCAL VOICE / INTERVIEWEE 1:

[Name and brief role: “My name is [Name], I live in [municipality] and for [number of years] I have been involved in [activity related to the topic].”]

[Excerpt from testimony illustrating a specific concern, expectation or experience. Example: changes in the local area, employment, livelihood, the environment, etc.]

D. Reaction & explanation (20–40 sec)

HOST / NARRATOR:

[Person's name] talks to us about [summarise the central idea of the testimony: uncertainty, expectations, fears, changes at work, etc.].

One of the main concerns regarding [the topic, e.g. the energy transition] is [mention the key issue: employment, access to water, infrastructure, etc.].

From this perspective, we wanted to find out what local authorities are doing to address these challenges.

E. Testimony 2 – Local/institutional authority (60–120 sec)**HOST / NARRATOR:**

[Name and position] from [institution / town hall / county council] tells us what the local government's action plan has been regarding [the issue].

INSERT – LOCAL AUTHORITY:

[Full name and title.]

In the development plan for [name of administration / period], many of our strategic priorities are focused on [example: agriculture, tourism, economic restructuring]. We aim to [describe objective: "return to the countryside", "diversify the economy", etc.].

[Explain 1–2 specific actions: infrastructure projects, training programmes, support for start-ups, etc.]

HOST / NARRATOR:

According to [name of person], one of the ways to [achieve X objective] is [summary of the specific measure: road construction, training, productive projects, etc.].

INSERT – LOCAL AUTHORITY (technical detail / example):

[Excerpt explaining specific projects: crops, construction works, programmes funded by public resources, etc.]

F. Testimonial 3 – Social leadership / community organisation (60–120 sec)**HOST / NARRATOR:**

But not everyone sees this process in the same way. [Name], [role – for example: leader of a social organisation], also expresses concern about [specific issue: the transition, policy implementation, the environmental situation, etc.].

INSERT – SOCIAL LEADER:

[Excerpt in which they question or qualify: they speak about the reality on the ground, whether measures are being implemented, whether there is community participation, etc.]

HOST / NARRATOR:

For [her/him], although local authorities have been working on strategies for

[economic reinvestment / transition], concerns remain regarding [the state of the territory, access to land, concessions, environmental impact, etc.].

INSERT – SOCIAL LEADER (second part):

[Excerpt detailing concerns: decrees not being implemented, concessions, future impact on land, employment, etc.]

G. Key facts and figures (30–60 sec)

HOST / NARRATOR:

According to [reliable source: sustainability report, official data, academic study], in [year] [data: number of workers, percentage of the population employed in the sector, etc.].

[Example wording:]

Currently, [company / sector] employs [number] direct workers and contractors; [percentage]% of them are from [region]. Hence the question is: what will happen to these people during [the transition process / economic model shift]?

H. Additional case study / brief history of another region (60–120 sec)

MUSIC – Soft transition jingle (5–7 sec)

HOST / NARRATOR:

We also visited [another municipality or district]. Here we find [relevant project: mining, energy, environmental, social].

Residents have been expressing [concern / opposition / support] for this project, highlighting [risks or impacts: on water, ecosystems, employment, etc.].

INSERT – LOCAL VOICE / INTERVIEWEE 4:

[Name, role.]

[Short excerpt from a testimony containing a clear reflection on the topic: what the transition means, what should change, what they hope will happen.]

HOST / NARRATOR:

Although [the transition process / the change] is eagerly awaited by both communities and the authorities, there are a number of uncertainties regarding the changes this would entail for the regions in the future.

I. Final reflection and call to action (40–80 sec)

HOST / NARRATOR:

Measures to ensure transparency, access to information and public engagement can help ensure that the transformation is genuine and beneficial for everyone.

Joint work between municipal authorities, the private sector and civil society is necessary to coordinate actions that make a **fair and transparent** transformation possible.

[Name of the initiative/organisation, e.g. EITI] provides citizens with tools to monitor what is happening in their local areas, such as [mention 1–2 tools: platforms, reports, participatory forums, etc.].

J. Closing & preview of the next episode (20–40 sec)

MUSIC – Closing jingle (10–15 sec)

HOST / NARRATOR:

In the next episode, we'll take a closer look at [topic of the next programme: for example, the management of royalties, public participation, environmental impacts, etc.] and how this relates to [daily life in the regions / the economic transition].

Thank you for listening to **[programme name]**.

[Very brief credits if desired: production, script, editing.]

3. Optional: credit block (for those who wish to standardise)

HOST / NARRATOR:

This programme was produced by [name of organisation / collective], with the support of [partners].

Script: [names]

Sound editing: [names]

Music: [music credits if applicable]

We would like to extend our special thanks to [people or communities] for sharing their testimonies.