

Position Description

Title: MPAN Producer/Camera Operator – Legislative Session

Classification Title: Program Assistant II

Employer: Montana Public Affairs Network (MPAN)/Montana PBS

Position Overview:

Montana PBS contracts with the Legislative Services Division to operate and produce live television programming for the state broadcasting service, known as MPAN (Montana Public Affairs Network.) Montana PBS is hiring producers/camera operators for the 2025 Montana Legislature. This is a temporary position that will be scheduled based on the needs of the legislative session broadcasting calendar. Work schedules will vary, but full time and part time schedules are available. Training will be provided. Work will begin in late December 2024 (as availability allows) and conclude on or around May 1, 2025.

Duties:

Will produce video of unedited, gavel-to-gavel coverage of proceedings of 2025 Montana Legislature and associated events, to air on the state broadcasting network, MPAN (Montana Public Affairs Network.) Produced broadcasts will stream online, air on MPAN, and will be recorded for long term historical archives.

- Operate robotic cameras, production switcher, and character generator in production facility to produce coverage of capitol proceedings.
- Set up production workstations to record correct rooms and ensure quality audio and video signals are routed correctly.
- Integrate clear pictures and sound with accurate character generation to identify people and provide relevant information on screen. Will adhere to guidelines of broadcast style (camera angles, shot selection, graphic subtitling, etc.) to ensure impartiality and decorum of institutions being covered.
- Record proceedings for archival and broadcast as directed.
- Will assist with other production tasks, including operation of broadcast scheduling equipment, quality control and other duties as assigned.
- May have opportunities to assist in video field production as needed.

Competencies:

Ability to operate video production equipment, including robotic cameras, production switchers, character generators on Mac-based program. Ability to integrate clear pictures and sound to create quality video production for live television and streaming. Ability to work under pressure.

Basic knowledge of audio/video recording is preferred. General understanding of live streaming and archived broadcast materials; general familiarity of Adobe editing software is not required, but advantageous.

Ability to work as part of a team and observe standard office procedures is required. Ability to observe quality control guidelines and attention to detail. Ability to promptly arrive for scheduled shifts is a must.

Education/Experience:

High School degree or equivalent and some college level courses or experience in television, film, communications, visual arts, photography, graphic design, audio/video is preferred. Alternative combinations of professional experience and educational qualifications will be considered.

Montana State University does not discriminate in the admission, access to or conduct of its educational programs and activities nor in its employment policies and practices on the basis of an individual's race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran's status, sex, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation.

To apply for this position:

Please submit a resume and cover letter to klynn@montanapbs.org. Applications will be accepted through Wednesday, November 20th, 2024.

K'Lynn Sloan Harris
406-444-4828
klynn@montanapbs.org