

**MOUNTAIN LAKE PBS
PLATTSBURGH, NY
POSITION DESCRIPTION**

JOB TITLE: Director of Engineering & Technical Services
DEPARTMENT: Engineering
REPORTS TO: President and CEO
STATUS: Exempt
SUPERVISES: Any technical/maintenance personnel & contractors
PAY RANGE: \$62,500 – \$75,000
Relocation package to be discussed

Summary of Job:

The Director of Engineering & Technical Services is a key member of the leadership team and requires knowledge and experience in broadcast and content technology. This position is pivotal in managing operational resources and ensuring the technical excellence and success of MLPBS across various platforms, including broadcast, multimedia, and online platforms. The Director of Engineering and Technical Services is responsible for managing our technical infrastructure, including one transmitter, three translators, a studio facility with control room, offsite Master Control, editing and field acquisition, and automated content storage and retrieval systems. The Director will stay updated on industry trends and contribute to the organization's strategic vision.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Note: This position is classified as essential and as Director of Engineering & Technical Services, working on state and federal holidays and during times of emergency may be required.

TECHNICAL

- Oversee and maintain all technical/physical plant facilities for studio, transmitter, translator, and microwave to highest attainable quality standards.
- Demonstrate proficient IT skills related to networking, communication systems and modern broadcast automation, encoding, and video play-out systems. Work closely with Joint Master Control team in Syracuse to ensure reliable transmission.
- Proactively ensure MLPBS carriage by alternate distribution mediums e.g.: cable, direct broadcast satellites, and internet.
- Keep informed and implement new technologies to keep MLPBS current, competitive, and indispensable to the community.

MANAGERIAL

- Supervise the engineering department within budget allocations and station policies, actively contributing to the Executive staff management team. Assume responsibility for the station's engineering strategic planning and goals.
- Collaborate with the CEO to handle hiring, discipline, termination, advancement, and promotion of employees in the Engineering Department.
- Plan budgets relevant to the technical and staffing needs of MLPBS. Oversee bid specifications and budgeting for government grants.
- Exhibit strong communication and interpersonal skills, regularly collaborating with senior staff, clients, contractors, and members of the viewing audience. Manage through difficult and stressful situations and work effectively under deadline pressure.
- Ensure compliance with all FCC regulations.

MINIMUM QUALIFICATIONS

Minimum 5 years of experience in broadcast engineering at a broadcast, video production or cable television facility, performing hands on work on productions and live events, maintaining and updating infrastructure.

Minimum of 3 years of experience managing technical staff and projects including part-time and contract staff with demonstrated ability to improve performance, output, and quality.

- IT skills related to modern automation, encoding, and video play-out systems.
- Experience with TV transmitter facilities and traditional microwave links.
- Skilled in project management with ability to plan and execute strategically.
- Knowledgeable of FCC Broadcast rules and regulations.
- Experience with live studio and field production.
- Strong PC computer skills, including Microsoft 365.
- Be available, on call, for station emergencies.

PREFERRED QUALIFICATIONS

Education & Training:

B.S. degree in electrical engineering specializing in television broadcasting or an equivalent level of work experience. Management degree desirable. Good mechanical aptitude.

Work-Related Experience:

Knowledgeable about digital transmission and production and computer network systems as they pertain to broadcasting. General knowledge and ability to perform basic carpentry, plumbing and electrical tasks as needed.

REQUIRED CERTIFICATION/REGISTRATIONS OR LICENSURE

A valid New York State Driver's license and good driving record is required for all MLPBS positions.

PHYSICAL REQUIREMENTS

Capable of hiking to station remote transmitter/translator sites. Comfortable flying as a helicopter passenger. Ability to lift and carry equipment up to 50 lbs, carry out frequent reaching, stretching, twisting, and bending. Standing for up to two hours at a time and sitting for extended periods. Adequate hearing and vision.

Mountain Lake PBS is an equal opportunity employer.

To apply please send cover letter and resume to:

Human Resources
Mountain Lake PBS
One Sesame Street
Plattsburgh, NY 12901
- or -
HR@mlpbs.org