

POSITION GUIDE

Job Location:

WMHT-TV
4 Global View
Troy NY 12180

POSITION:

Title: Multimedia Journalist and Host
Department: Content and Engagement
Type: Full Time, Non-Exempt
Reports To: Managing Editor & Host

BROAD FUNCTION:

WMHT Public Media, located in New York State's Capital Region, serving Eastern New York and Western New England, is the only locally owned, nonprofit, multichannel public communications organization that reaches beyond the traditional broadcasting model to act as a leader by convening arts, culture, learning and civic interests. WMHT focuses on Community, Culture and Connections by providing entertainment, enrichment and engagement through television, radio, digital media, and educational services. WMHT Public Media is proud to be recognized as one of the Capital Region's *Top Workplaces* by the Times Union.

At WMHT, we provide journalism and educational content that empowers viewers to be informed and active residents of the Empire State. Join the WMHT team as we create trusted, unbiased, multi-platform media that meets our audiences where they are and delivers high-quality information that reflects the diversity of our region.

We strive to create a workplace culture that values diversity of perspective and lived experience. WMHT provides a place where people are supported to do their best work.

WMHT seeks a Multimedia Journalist and Host that will support broadcast and digital public affairs efforts primarily through WMHT's award-winning *New York NOW* weekly program, which takes viewers beyond the headlines to provide statewide coverage of the issues and debates that matter most to New Yorkers. The Multimedia Journalist and Host works in WMHT's Public Affairs content vertical, but this position's scope is varied and includes work across the Content and Engagement Departments. The Multimedia Journalist and Host will at times collaborate with our Education, Arts and Culture content verticals as well as with WMHT's Digital Team. The Multimedia Journalist & Host will work with Managing Editor & Host Shantel Destra to conceive of, plan, create and host episodes of *New York NOW* as needed. The successful candidate would also collaborate with producers of *NY&*, a digital and broadcast civics education series serving audiences on social platforms.

Producers and Journalists at WMHT have critical thinking skills. They are creative problem solvers and self-starters who are an active part of the production team at WMHT. Producers work collaboratively at WMHT. They participate in editorial meetings, share challenges, and find solutions. We would prefer candidates with video journalism experience, but if you come from a print, radio or other reporting background, we can help you make the transition to our multi-platform approach. The nature of our industry is evolving. We expect the Multimedia Journalist and Host to bring a self-motivated drive as we learn and grow together.

The successful candidate will have a passion for service to the community through their work.

The Multimedia Journalist & Host has excellent communication skills and engages effectively with the public. This position is public facing. The Multimedia Journalist & Host represents WMHT in the digital world, utilizes social media to share content on a consistent and on-going basis, and uses social platforms to source stories. Reports may involve field production or in-studio interviews.

The Multimedia Journalist & Host is committed to a public media model that values community engagement, a model that listens and responds to the community. The Multimedia Journalist & Host participates in station activities, presents to the community advisory board, the board of directors, and represents WMHT at community events.

SPECIFIC OPERATIONAL RESPONSIBILITIES:

Reporting:

- Produce regular flow of video packages focused on state politics and policy issues
- Write and edit scripts for video packages using journalistic integrity and ensuring the balance of perspective
- Utilize Adobe Premiere Pro to edit video and assemble packages

Host:

- Serves as Host of *New York NOW* and *NY&* as needed
- Conduct interviews with political stakeholders
- Moderate reporter roundtables with members of the New York Legislative Correspondents Association and the New York Public News Network.

Production and Post Production:

- Records video and audio for broadcast and digital distribution
- Creates, edits and publishes multimedia social media content

GENERAL RESPONSIBILITIES:

Maintains working knowledge of tools and equipment specific to job responsibilities; attends training sessions as assigned

Works collaboratively with internal partners to achieve the highest quality finished product

Assists in station-wide projects and corporate fund-raising efforts

Carries out related duties as assigned.

Adheres to editorial standards set by the company

REQUIREMENTS:

- At least two years of reporting experience.
- Bachelor's degree in broadcast journalism, communications or related field, or equivalent training in production
- Thorough knowledge of journalistic principles, ethics and standards
- Commitment to the mission and goals of public broadcasting

- Strong commitment to excellence in the finished product; ability to work successfully either independently or as a team member
- Ability to lift and carry equipment up to 25 lbs., carry out frequent reaching, stretching, twisting and bending. Standing for up to two hours at one time and sitting for extended periods
- Demonstrated technical skill in professional field
- Ability to maintain a flexible schedule
- Strong communication and interpersonal skills
- Ability to work cooperatively with people at all levels in the organization and clients, to work under pressure of deadlines
- A valid New York State driver's license and good driving record is required for all WMHT positions
- Demonstrated knowledge of Adobe Creative Cloud Suite of tools (Premiere, Photoshop, After Effects, Audition), Microsoft Office.

The yearly salary range is \$55,000 - \$65,000

To apply, please email a cover letter and resume with a links to writing and media samples to vbelden@wmht.org or mail to:

**Valerie Belden
WMHT
4 Global View
Troy, NY 12180**

WMHT Educational Telecommunications is an equal opportunity employer. The community and audience we serve is diverse, and we wish to foster that diversity in our workplace. Toward that end, WMHT does not discriminate against individuals in hiring, employment or promotion on the basis of race, religion, color, sex/gender, gender identity and gender expression, age, marital status, national origin, sexual orientation, citizenship, handicap or disability, veteran or military status, political belief, pregnancy, genetic information or any other characteristic protected by law.