

# WMHT Educational Telecommunications

## POSITION OPENING

Title:	WMHT Classical Music Producer
Reports To:	Music Director, Radio
Apply by Sending Resume and Cover Letter to:	WMHT Valerie Belden 4 Global View Troy, NY 12180 Email: vbelden@wmht.org
Broad Function:	Lead producer for Classical WMHT's Morning Program, Primary fill-in on air when needed, assist in the creation and delivery of quality classical music focused programming across many platforms, foster conversations and engagement through social media and web posting, and at in person events and on air.
Responsibilities:	<ul style="list-style-type: none"> <li>■ Produce daily radio shift on Classical WMHT, editing audio and building playlists.</li> <li>■ Produce podcasts.</li> <li>■ Assist with on-air, online or in person hosting duties of assigned programming across multiple media platforms (radio, tv, web, podcasts, community events) with a style that is credible, conversational, and polished.</li> <li>■ Liaise with Digital Department for scheduling and troubleshooting.</li> <li>■ Maintain existing relationships and develop new relationships with artists and presenters and assist with scheduling, conducting, and editing remote or in-studio appearances.</li> <li>■ Support the planning and implementation of fundraising campaigns and Station Partnerships and Co-Sponsorships.</li> <li>■ Perform other duties as assigned.</li> </ul>
Requirements:	<ul style="list-style-type: none"> <li>■ Minimum of 2 years' experience as a radio producer.</li> <li>■ Knowledge of broadcast automation systems (ENCO) and audio production software (Adobe Audition).</li> <li>■ Experience in public media a plus.</li> <li>■ Familiarity with Classical Music programming and foreign language pronunciation.</li> <li>■ Good communications skills.</li> <li>■ Computer skills – MS Word, MS Excel, familiarity with database management.</li> <li>■ Detail oriented.</li> <li>■ Highly organized.</li> <li>■ Minimum of Associates degree or equivalent work experience in TV or radio.</li> </ul>
Available:	Immediate
Salary:	<b>The yearly salary range is \$36,000 - \$44,000</b>
Hours:	This is a Full-Time, Non-Exempt Position. Monday through Friday, flexibility in schedule required
Job Location:	WMHT Broadcast Center 4 Global View Troy, NY 12180
Closing Date:	Applications will be accepted until the position is filled.
<p>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.</p>	