

WTCI, The Greater Chattanooga Public Television Corporation,
is currently seeking to fill the key position of

Producer

Please submit resume, salary requirements and any links to content
you created that highlights your best storytelling,
camera work, and editing experience to:

WTCI

Human Resources

7540 Bonnyshire Drive

Chattanooga, TN 37416

jobs@wtciTV.org

Under the supervision of the Chief Content & Engagement Officer and the Manager of Content & Engagement, this Producer will create, write, produce and edit content for programs, interstitials, promotional and documentary material for WTCI broadcast, social media, and online platforms. WTCI PBS is seeking qualified candidates who have a heart for public media and are willing to make a serious commitment to support WTCI PBS in its mission to enrich lives through quality programs and services that educate, engage, and inspire a lifetime of learning and exploration.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manage the production process from concept to completed program.
- Plan, schedule, produce, write, direct, shoot, and edit studio and field-based production of multi-platform programs, interstitials, promotional spots, and program elements.
- Pitch program ideas and conduct necessary research, including personal interviews, to obtain information required to develop concepts.
- Provide support in seeking funding for projects from underwriting, foundations and grant sources.
- Acquire necessary rights, clearances and releases for productions.
- Prepare necessary reports of production activities.
- Participate in WTCI PBS fundraising activities.
- Collaborate internally with production, education, business office, programming, engineering, general administration.
- Perform other duties as assigned.

REQUIRED SKILLS AND EXPERIENCE

- Four-year college degree preferably in Broadcasting, Communications, or a related field.
- Two years of experience in writing, producing, directing, and editing in studio and on-location environments.
- Experience with coordinating and managing multiple projects
- Demonstrate strong writing skills and the ability to effectively communicate with colleagues and clients.
- Excellent writing and interviewing skills
- Proven experience working under pressure to successfully meet multiple project deadlines.
- Highly organized self-starter with strong time management skills and excellent attention to detail.
- Ability to take direction as well as be an enthusiastic team player
- Proficiency with studio & field camera systems/studio audio & live audio field recording
- Strong working knowledge of Adobe Creative Suite
- Ability and willingness to work occasional evenings and weekends
- Strong judgment, sense of ethics, integrity, and accountability
- Passion for and knowledge of public media and its mission

PREFERRED EXPERIENCE

- Multiplatform Digital Content Creation
- Licensed Drone pilot
- Social Media experience
- Strong working knowledge of Google Workspace, Basecamp, Adobe Creative Suite
- Booking guests for television/radio / digital
- Studio & on-location lighting

Benefits package includes medical, dental, vision and life insurance, paid medical leave, 401(k) plan, paid vacation and holidays.

WTCI is an Equal Employment Opportunity Employer