The Virgin Islands Public Broadcasting System has an opening for a Senior Producer. The successful candidate will be responsible for overseeing the production of the station’s programs, shows and special events.

**Duties and Responsibilities:**

- Plan, develop and implement the production of local live and or pre-recorded television programs (talk shows, music concerts and various sporting events) of acceptable broadcast quality, this would include from conception through outline, script, rough cut, fine cut, and delivery.
- Conceptualize programs with producer(s) and production staff to conceive show ideas, story ideas, and interview questions.
- Determine content for shows, guest speakers and special features, as well as work effectively with the programming and operations teams to assure clean execution.
- Manage and develop producer(s), as well as provide constructive criticism, feedback, and supervision on day-to-day activities.
- Responsible for quality control, which includes writing, story selection, production value and editorial quality of shows, programs, and events.
- Develop ideas, budgets, design sets and formulates marketing and distribution strategies.
- Develop scripts, coordinates interviews, as well as recruits and manages talent.
- Participate in the design of video graphics, titles, music, and creative look of shows.
- Make editorial decisions regarding assembly of information, illustration, and content; and
- Provide requisite reports and program evaluations.

**Qualifications:**

- Bachelor’s degree in journalism or communications or related field preferred, plus 6 years of experience as a producer. In lieu of a degree, 8 years of experience as a producer; or any equivalent combination of experience and training that provides the required knowledge, skills, and abilities to perform the job.
- Four (4) years TV writing experience required.
- Ability to drive and must have a valid USVI Driver’s License.
- Ability to manage many projects at once and direct the production crew.
- High degree of integrity, professionalism, and positive work ethics.
- Ability to handle deadline pressure and work under the demands of shows, programs, and events.
• Superior leadership and management skills, including previous direct responsibility for producers, writers and on-air talent in a television environment.
• Creativity with both strong editorial and writing experience.
• Ability to lead by example and work well with others at all levels.
• Ability to work flexible hours, outdoors in the sun (as needed) and able to lift 30 lbs.

Interested applicants are required to submit a cover letter, resume and three (3) current professional letters of recommendation to:

Catrina Beyer
Interim HR Director
Virgin Islands Public Broadcasting System
P.O. Box 7879
St. Thomas, VI 00801
cbeyer@wtjx.org

Application Deadline: Open until filled

Virgin Islands Public Broadcasting System is an Equal Opportunity Employer