

## WVLT / GRAY TELEVISION JOB DESCRIPTION

10-15-13

**Job Title:** Technical Media Producer

### **General Purpose of Position:**

The Technical Media Producer has the general responsibility for directing live or pre-recorded productions as assigned, monitoring WVLT's on-air streams and FCC logs, and ingesting daily programming and commercials.

### **Essential Job Duties and Responsibilities:**

- Direct live and pre-recorded productions as assigned and monitor all on-air streams for WVLT.
- Operation of Ross Overdrive automation (including Cambotic robotic cameras, Yamaha DM 1000 audio console, Vizrt graphics, and Ross Vision video switcher), Harris automation, Adobe Photoshop and all supporting equipment in Production/Master Control; including the ability to effectively perform at the following: commercial/promo ingesting, satellite operation, program ingesting/segmenting, and a working knowledge of web production.
- Operation of studio teleprompter.
- Daily care and maintenance of equipment and studio.
- Work closely with all other departments to meet all daily demands.
- Other duties as assigned.

### **Qualifications:**

- Experience with a production automation system like Ross Overdrive.
- 1-2 years of experience directing live newscasts.
- Great communication and people skills.
- Ability to manage stressful situations and quickly react to changes.
- Ability to multitask under time sensitive deadlines.
- Strong technical & computer skills.
- Master Control and production assistant experience is a plus.
- Flexibility with scheduling and job assignments.
- Understanding of FCC program logs and all FCC broadcast regulations is a plus.
- Willingness to learn new hardware and software.

### **Miscellaneous:**

- Work schedule may vary due to operation demands, or possible permanent schedule changes.
- Work assignments will at times include morning, evenings, weekends, and holidays.

*Job descriptions are subject to change at the discretion of management*

**To apply for this position send your resume to Les Phillips at [HR@wvlt-tv.com](mailto:HR@wvlt-tv.com) or**

**WVLT-TV  
Technical Media Producer  
6450 Papermill Drive  
Knoxville, TN 37919**

**WVLT / Gray Television Group, Inc. is a drug-free company requiring pre-employment drug testing. WVLT/Gray Television participates in E-Verify. EOE - Gray Television Group, Inc. is an equal opportunity employer and does not discriminate because of race, color, creed, religion, sex, national origin, age, physical handicap, marital status or any other legally protected classification. Discriminatory employment practices are specifically prohibited by the Federal Communications Commission.**