

## WVLT/GRAY TELEVISION JOB DESCRIPTION

**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 robotic cameras, audio console, Vizrt graphics, and production 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.
- Assist with editing topical news teases and commercial productions.
- 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.
- Regular and reasonable work attendance required.
- Other Duties as assigned.

*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 is an EOE / Pre-employment drug screening required