

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. Regular assignments will involve editing video for newscasts, directing miscellaneous station productions, and various elements for the web channel.

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, and production video switcher), Harris automation, Deko graphics, 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 Edius editing software.
- 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.
- Great communication and people skills.
- Ability to multitask under time sensitive deadlines.
- Strong technical & computer skills.
- Editing skills with Edius or Final Cut.
- Master Control and production assistant experience.
- Flexibility with scheduling and job assignments.
- Understanding of FCC program logs and all FCC broadcast regulations.
- 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 or

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

WVLT is an EOE / Pre-employment drug screening required