

# Multimedia Positions

- Assistant Multimedia Director
- Photographer
- Videographer
- Illustrator
- Live Sound Technician

# Assistant Multimedia Director

**Reports To:** Multimedia Director

**Position Requirements:**

- Responsible for assisting in the creation of all KTSW multimedia, including video, photos and illustrations
- Responsible for overseeing all visual content, ensuring format is appropriate
- Helps to maintain KTSW's YouTube account
- Responsible for cataloging all content
- Ensures assigned projects are completed creatively, accurately, and in a timely manner
- Flexible Schedule
- Performs other duties as assigned

**Skills:**

- Experience with Adobe CS required (CS6 preferred)
- Experience with other video editing software
- Applicants must submit links to previous work or a digital portfolio, which will be returned upon request
- Ability to listen, write, and speak effectively
- Highly motivated self-starter who takes initiative with minimal supervision
- Computer-literate performer covering wide variety of applications
- Ability to relate to your co-workers, inspire others to participate, and mitigate conflict with co-workers
- Ability to plan, organize, and implement tasks within an allotted timeframe
- Dependable, responsible contributor committed to excellence and success

**Notation:**

S = Supervisory Role

C = Content Management

P = Production

# Photographer

**Reports To:** Multimedia Director

**Position Requirements:**

- Responsible for cataloguing KTSW events, providing images for stories
- Produces work as assigned
- Ensures assigned projects are completed creatively, accurately, and in a timely manner
- Flexible Schedule
- Performs other duties as assigned

**Skills:**

- Experience with Adobe CS required (CS6 preferred)
- Experience with other photo editing software
- Experience with DSLR cameras preferred
- Applicants should submit links to previous work or a digital portfolio, to be reviewed during the interview
- Ability to listen, write, and speak effectively
- Highly motivated self-starter who takes initiative with minimal supervision
- Computer-literate performer covering wide variety of applications
- Ability to relate to your co-workers, inspire others to participate, and mitigate conflict with co-workers
- Ability to plan, organize, and implement tasks within an allotted timeframe
- Dependable, responsible contributor committed to excellence and success

**Notation:**

C = Content Management

P = Production

# Videographer

**Reports To:** Multimedia Director

**Position Requirements:**

- Responsible for cataloguing KTSW events, providing video for stories
- Produces work as assigned
- Ensures assigned projects are completed creatively, accurately, and in a timely manner
- Flexible Schedule
- Performs other duties as assigned

**Skills:**

- Experience with Adobe CS required (CS6 preferred)
- Experience with other video editing software
- Experience working with cameras preferred
- Applicants should submit links to previous work or a digital portfolio, to be reviewed during the interview
- Ability to listen, write, and speak effectively
- Highly motivated self-starter who takes initiative with minimal supervision
- Computer-literate performer covering wide variety of applications
- Ability to relate to your co-workers, inspire others to participate, and mitigate conflict with co-workers
- Ability to plan, organize, and implement tasks within an allotted timeframe
- Dependable, responsible contributor committed to excellence and success

**Notation:**

C = Content Management

P = Production

# Illustrator

**Reports To:** Multimedia Director

**Position Requirements:**

- Responsible for creating and illustrating unique images for KTSW stories and social media
- Produces work as assigned
- Ensures assigned projects are completed creatively, accurately, and in a timely manner
- Flexible Schedule
- Performs other duties as assigned

**Skills:**

- Experience with Adobe CS required (CS6 preferred)
- Experience working with cameras preferred
- Applicants should submit links to previous work or a digital portfolio, to be reviewed during the interview
- Ability to listen, write, and speak effectively
- Highly motivated self-starter who takes initiative with minimal supervision
- Computer-literate performer covering wide variety of applications
- Ability to relate to your co-workers, inspire others to participate, and mitigate conflict with co-workers
- Ability to plan, organize, and implement tasks within an allotted timeframe
- Dependable, responsible contributor committed to excellence and success

**Notation:**

C = Content Management

P = Production

# Live Sound Technician

**Reports To: Multimedia Director and Other Sider Drive Executive Producer**

## **Position Requirements:**

- Responsible for assessing the acoustics of the performance area and assembling and operating the necessary equipment to detect sound-quality
- Consults with producers and performers to determine the sound requirements
- Responsible for selecting, positioning, adjusting and operating the equipment used for amplification and recording
- Must apply technical knowledge of sound recording equipment to achieve the determined artistic objectives
- Responsible for monitoring audio signals to detect sound-quality deviations or malfunctions as well anticipating and correcting any problems
- Flexible Schedule
- Performs other duties as assigned

## **Skills:**

- Ability to listen, write, and speak effectively
- Highly motivated self-starter who takes initiative with minimal supervision
- Computer-literate performer covering wide variety of applications
- Ability to relate to your co-workers, inspire others to participate, and mitigate conflict with co-workers
- Ability to design, plan, organize, and implement projects and tasks within an allotted timeframe
- Dependable, responsible contributor committed to excellence and success

## **Notation:**

O = On Air (live)