

Winthrop University

NOTICE OF JOB VACANCY

December 13, 2024

Position	Studio Manager Temporary Position (20 hours per week until June 30, 2025)	
Department	Mass Communication	
Band/Level	N/A	Vacancy No.: 2025103T
Starting Salary	\$13 per hour	
Minimum Training and Experience		
<ul style="list-style-type: none">• High school diploma.• Three years of professional experience in digital media production.		
Knowledge, Skills and Abilities		
<ul style="list-style-type: none">• Extensive understanding of digital media production.• Knowledge of technology associated with a broadcast studio and streaming radio station, including a video switcher, audio board, teleprompter, video playback computers, studio cameras and intercom system, studio set, Rode Caster audio console, and radio automation software.• Ability to troubleshoot, repair and maintain inventory of broadcasting equipment.• Excellent interpersonal skills to effectively work with students, faculty and the public.		
Major Duties		
<ul style="list-style-type: none">• Reporting to the Department Chair of Mass Communication, the Studio Manager manages the TV studio, podcasting studio and WINR radio station facilities.• Troubleshoots, repairs and maintains inventory of equipment.• Maintains relationships and creates professional connections with local broadcast and radio engineers.• Creates a detailed annual report with potential equipment and program updates.• Provides tours of the TV studio, radio, station and podcast studio.		

To apply, access <https://www.governmentjobs.com/careers/sc> to submit an on-line application no later than
January 2, 2025

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