

Cultivating Mature Positivity



"It's the station"

JOB OVERVIEW

JOB TITLE	Radio Engineer
DEPARTMENT	Technical Department
LOCATION	601 Upland Avenue, Brookhaven PA 19015
REPORTS TO	Jean-Pierre Brice, Chief Engineer and President / Leslie Wilson, Station manager

GENERAL JOB DESCRIPTION

Station engineers provide technical support to shows airing.

DUTIES & RESPONSIBILITIES

- Engineer technical portion of each show assigned which includes yet not limited to:
- Ensure the computer and Tv are connected and the Facebook page is seen for comments during the show.
 - Ensure that the Butt Application (on computer) is **recording** and **playing** during the show and labeled for the show.
 - Zoom is switched on for best quality audio
 - Ensure that microphones and headphones are plugged in, at an acceptable volume.
 - Prepare commercial line up/music video (Opening visual) and logo, fb and other features for each show.
 - Prepare the camera's position prior to airing to limit physical camera movement during the show.
 - Go over show format prior to for familiarity
 - Complete the Engineer log, with name, date, show and signature

KNOWLEDGE & EXPERIENCE

- Hands on engineering experience
- Knowledge with switcher, Mac and over all computer savvy

SKILLS & ABILITIES

- Ability to deliver creative content
- Must be able to maintain a great sense of professionalism
- Excellent communication skills
- Willing to learn and take on new challenges as it relates to the position.