Producer, UMass Sports Weekly

OVERVIEW

The UMass Sports Weekly Producer is responsible for the overall production and delivery of a half hour sports television program, dedicated to coverage of UMass sports, as well as the training of production crew in all areas of pre-production, production and post-production. This position requires the ability to work with a diverse campus population.

Duties
- Trains and assists crew in technical operations of studio production and editing
- Serves as primary contact for the show
- Coordinates and leads all crew meetings
- Assigns crew for coverage of UMass sporting events and for studio show
- Delivers or oversees delivery of completed program to UVC Programmer and posts on UVC Youtube page
- Oversees execution of show during broadcast/recording
- Seeks innovative ways to collaborate with UMass Athletics
- Attendance at all mandatory UVC meetings and events

Other Duties
Provide technical and administrative support to UVC members: reserve equipment and studio time; check equipment in and out; answer questions and provide assistance to members; other duties as assigned.

Skills
- Knowledge of UMass athletics, including club sports
- Knowledge of studio production, including camera operation, directing and editing
- Ability to teach studio production and editing
- Organizational skills
- Ability to effectively manage a diverse volunteer crew

Supervision

The Sports Producer works independently under the general supervision of the Advisor and Station Manager.

Hours

Flexible. Must be available Mondays from 5-6:30pm for mandatory staff meetings.

10 hours per week, workstudy or non-workstudy