NEWS DIRECTOR
UVC-TV 19
10 hours per week. WORKSTUDY OR NON-WORKSTUDY

OVERVIEW
Works closely with the News Producer to produce a weekly live news show for UVC-TV 19, a campus wide cable television station on UMass campus. Provides technical support, training, and some administrative support for the news department staff.

DUTIES
- Work closely with UVC staff and News Producer to coordinate all technical aspects of the weekly news show. The Director will oversee and assist news staff in the videotaping of various events here on campus and beyond for editing into news packages; including camera work, interviewing, and editing. The Director will work with the News Producer to develop an overall look and feel for the show. The Director will direct and train members to direct the studio portions of the weekly show. This position requires the ability to work with members of a diverse campus including faculty, staff, and students.

- Overall pre-production planning, development, and coordination of single camera crews for UVC news coverage, including calling UVC news members to crew productions, training crews, setting up equipment, and post-production on shows.
- Overall supervision of technical aspects of studio segments including setup, training of crew, computer integration, sets, crew assignment and safety of UVC-TV 19 equipment and staff.

- Complete post-production of the show, including uploading episode onto the internet and burning DVD’s for the UVC library.

- Attendance at all mandatory UVC meetings and events

- Other duties as necessary.

SKILLS
- Intermediate knowledge of video production – particularly studio directing and troubleshooting, newsroom editing and production, and switching.
- Computer skills.
- Ability to communicate with a diverse community effectively.
- News journalism experience preferred.

SUPERVISION
The News Director will work independently with the News Producer under the general supervision of the Advisor and Station Manager.

HOURS
Flexible according to the schedule of productions however student must have Monday night 5 p.m. - 6:30 p.m. open for mandatory staff meetings.