

Ohio University – Compensation 2014
Job Family: Media Production | Career Track: Technical and Administrative Support

Creates content and programming for a variety of media platforms including radio, television, and the Web. Delivers relevant programming to the community designed to engage listeners and viewers. Assists programs across campus in producing media content related to coursework and extracurricular activities. LEVEL PROGRESSION ASSUMES INCLUSION OF RESPONSIBILITIES AT LOWER LEVELS.

	Technical and Administrative Support I	Technical and Administrative Support II	Technical and Administrative Support III	Technical and Administrative Support IV
Accountabilities	None specified.	<p>PEOPLE Instructs students on the proper use of production and radio and television broadcast equipment. May lead or teach a student lab instructing students on production and broadcast practices and equipment.</p> <p>OPERATIONS Monitors broadcast to ensure that technology is working properly. Troubleshoots technology issues to ensure that programs are broadcast properly. Monitors and adjusts transmitters. Checks and confirms schedules for broadcast streams. Checks out field production equipment to students. Maintains records of equipment that is in use.</p>	None specified.	<p>PEOPLE Instructs more junior employees and students on the proper operation of production technologies. May lead or teach a student lab instructing students on production and broadcast practices and equipment.</p> <p>OPERATIONS Operates complex electronic, computer-based broadcasting systems. Repairs, maintains, and operates broadcast and production equipment. Installs new equipment and repairs damaged equipment. Troubleshoots technology issues and corrects problems that occur with production equipment and transmitters. Recommends new production equipment based on research and understanding of production technologies. Assists in the design, planning, and implementation of broadcast, non-broadcast, and related systems and services.</p> <p>BUDGET Recommends purchases.</p>
Requirements		Knowledge of media production policies, procedures, services, tools, and/or equipment typically obtained by a high school degree or GED or equivalent and 2 to 3 years related experience. An equivalent combination of education, training, and experience is acceptable in lieu of the minimum education requirements. Specific knowledge, certifications, and licensure will apply at the position level.		Knowledge of media production practices, policies, procedures, tools, and/or equipment typically obtained by an Associate's degree or equivalent and 3 to 5 years of experience in media production. An equivalent combination of education, training, and experience is acceptable in lieu of the minimum education requirements. Specific knowledge, certifications, and licensure will apply at the position level.