

# WMHT Educational Telecommunications

## POSITION OPENING

Title:	WMHT Classical Music Host & Producer
Reports To:	Music Director, Radio
Apply To:	WMHT Valerie Belden 4 Global View Troy, NY 12180 Fax: 518.880.3409 Email: vbelden@wmht.org
Broad Function:	Host daily radio shift on Classical WMHT, assist in the creation and delivery of quality radio programming, foster conversations and engagement through social media, in person events and on air.
Responsibilities:	<ul style="list-style-type: none"><li>■ Host daily radio shift on WMHT.</li><li>■ Assist with on-air, online or in person hosting duties of assigned programming across multiple media platforms (radio, tv, web, podcasts, community events) with a style that is credible, conversational and polished.</li><li>■ Maintain existing relationships and develop new relationships with artists and presenters and assist with scheduling, conducting and editing remote or in-studio appearances.</li><li>■ Support the planning and implementation of fundraising campaigns and Station Partnerships and Co-Sponsorships.</li><li>■ Perform other duties as assigned.</li></ul>
Requirements:	<ul style="list-style-type: none"><li>■ Minimum of 3-5 years experience on-air as music host</li><li>■ Experience in public media a plus</li><li>■ Familiarity with Classical Music programming and foreign language pronunciation</li><li>■ Good communications skills</li><li>■ Computer skills – MS Word, MS Excel, familiarity with database management and audio production software (Adobe Audition)</li><li>■ Detail oriented</li><li>■ Highly organized</li><li>■ Familiarity with Triple A programming a plus</li><li>■ Minimum of Associates degree or equivalent work experience in TV or radio</li></ul>
Available:	Immediate
Hours:	This is a Full-Time, Non-Exempt Position. Monday through Friday, flexibility in schedule required
Job Location:	WMHT Broadcast Center 4 Global View Troy, NY 12180
Closing Date:	Applications will be accepted until the position is filled.
<b>WMHT Educational Telecommunications is an Equal Opportunity Employer M/F. Qualified veterans, women, minorities, and persons with disabilities are encouraged to apply.</b>	