

Job Location:
WMHT
4 Global View
Troy NY 12180

Title: Account Executive
Department: Development
Division: Corporate Support
Type: Regular, Full-time, Non Exempt
Reports To: Director of Corporate Support

BROAD FUNCTION

- To secure sponsorship of television and radio programs for the support of WMHT Public Media.

SPECIFIC OPERATIONAL RESPONSIBILITIES

- This person will work to secure corporate funding for programming on WMHT-FM, WRHV-FM, WEXT-FM and digital platforms. Maintains familiarity with professional standards and current trends in field.

GENERAL RESPONSIBILITIES

- Maintain an ongoing relationship with corporate clients through in-person, telephone and email correspondence.
- Make presentations for new and existing accounts in person and through multimedia such as video, Power Point and internet.
- Be visible within the community as a representative of WMHT and WEXT.

REQUIREMENTS

- Successful sales experience, preferably in broadcasting and digital.
- Bachelor's degree.
- Strong communication and interpersonal skills: ability to organize and present ideas clearly and persuasively.
- Skilled at various computer programs such as Word, Excel and PowerPoint
- Must be a team player that can also work independently.
- A valid New York State driver's license and good driving record is required.
- Commitment to the mission and goals of public broadcasting.
- Sell in a way that is consistent with WMHT's mission, values, underwriting guidelines, and standard of excellence for representing WMHT and WEXT.
- Ability to maintain a flexible schedule.

WMHT positions

To apply, please email a cover letter and resume to vbelden@wmht.org or mail to:

Valerie Belden
WMHT
4 Global View
Troy, NY 12180

WMHT Educational Telecommunications is an equal opportunity employer. The community and audience we serve is diverse, and we wish to foster that diversity in our workplace. Toward that end, WMHT does not discriminate against individuals in hiring, employment or promotion on the basis of race, religion, color, sex/gender, gender identity and gender expression, age, marital status, national origin, sexual orientation, citizenship, handicap or disability, veteran or military status, political belief, pregnancy, genetic information or any other characteristic protected by law.