



Job Title: Lead Producer – Almanac North

Location: PBS North Duluth, MN

Employment Type: [Full-time]

About Us: PBS North is looking for a passionate and creative Lead Producer to join our team and play a pivotal role in reshaping our trusted program Almanac North. If you're an experienced producer with a gift for amazing storytelling and a desire to showcase the best of our community, we want to hear from you.

Job Overview: As the Lead Producer of Almanac North, you will have the unique opportunity to create compelling and informative content that celebrates our community's diversity, culture, and interests. You will be responsible for overseeing all aspects of production, from concept development, digital extras, post-production, and working collaboratively with a dedicated team to make this show a local favorite.

Responsibilities:

- **Content Development:** Lead the development of creative concepts and story ideas that resonate with our local audience. The ideal candidate must be capable of following social media, watching trends and using community involvement in determining what coverage makes the most sense for viewers across all of the Twin Ports
- **Production Planning:** Develop production schedules along with the Production Manager, and resource plans to ensure the show's successful execution. Along with overseeing the logistics of on-location shoots and studio recordings, ensuring a smooth production process.
- **Casting and Guest Coordination:** Secure on-air talent, interviewees, and guests, and work with other staff members to coordinate video segments.
- **Scriptwriting:** Write, edit, and review scripts, ensuring that content is engaging, accurate, and aligned with the show's vision.
- **Team Leadership:** Collaborate with producers, directors, editors, and production staff to deliver high-quality content both over the air and on social media.
- **Digital Post-Production:** Have a clear grasp on the current media environment and demonstrate an ability to use digital platforms like Instagram, Twitter and YouTube shorts to maximize audience engagement with our content.
- **Audience Engagement:** Develop strategies to engage our audience and build a loyal viewership.
- **Compliance:** Ensure that the show adheres to broadcasting regulations and ethical standards.

- **Continuous Improvement:** Stay up-to-date with industry trends and best practices to keep the show fresh and innovative.

Qualifications:

- Bachelor's degree in film, television production, journalism, or a related field.
- Proven experience as a television producer, preferably with experience in public affairs programming.
- Highly motivated, creative storyteller committed to working collaboratively.
- Digital producer experience and ability to recut the 30 minute broadcast into digestible content for digital
- Excellent organizational and project management skills.
- Proficiency in Adobe Premiere Pro, Photoshop and digital video cameras.
- Leadership and team management experience.
- Exceptional communication and interpersonal skills.
- Ability to work under pressure and meet tight deadlines.
- Passion for local community engagement and storytelling.
- Knowledge of relevant broadcasting regulations and ethics.

How to Apply: If you are an enthusiastic and experienced television producer with a vision for creating an engaging local television show, we invite you to apply. Please submit your resume, a cover letter detailing your relevant experience, and any relevant portfolio or work samples to www.pbsnorth.org/about/employment

PBS North is an equal opportunity employer. We welcome diversity and encourage applications from candidates of all backgrounds.