

PUBLIC BROADCASTING – PBS North FLOOR CREW

WDSE • WRPT, in Northeastern Minnesota, seeks professional floor crew to join our team. Floor crew members assist with productions as directed in studio and occasionally on location. Helps in preparing for and recording studio productions, and assists with studio set up and maintenance.

REPORTS TO: Studio Manager

STATUS: Regular, Part-time

FLSA STATUS: Non-Exempt

PRIMARY DUTIES:

- Assists as assigned in the studio, preparing sets, assisting talent and guests, operating studio cameras, audio board, or teleprompter as directed during recorded and live productions, and maintaining the studio space.
- Assists as assigned on location, carrying and operating camera equipment and assisting with field photography and lighting, and in other capacities as required.
- Assists in the effort to maintain a safe environment for the general public and station personnel on location and in the studio.

REQUIRED QUALIFICATIONS:

- Drive to learn about television production equipment and techniques, studio cameras, placing microphones, and able to follow director's studio instructions.
- A valid driver's license, high school diploma or equivalent.
- Must be able to lift and carry equipment weighing up to 50 pounds.
- Must be able to accept oral and written direction and work cooperatively to complete assigned tasks.
- Able to bend/stoop/squat repeatedly or continually for extended periods of time.
- Excellent organizational skills with strong work ethic.

EDUCATION AND EXPERIENCE:

- Experience in and working knowledge of television production is desired but not required.

ADDITIONAL NOTES

- Floor crew typically work on Wednesday and Thursday evenings with slight variations in schedule. Additional dates may be requested when needed.
- During the summer, a typical week is 3-4 hours. During fall/winter/spring that number can rise to 8 to 16 hours per week. Additional shifts are available for special productions on occasion.
- Position pays \$11/hour.

Application Process

Interested parties should send a cover letter, resume, and completed application in confidence to applicant@wdse.org

Applications can be downloaded on our *Careers* page of our website www.pbsnorth.org

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