



WEST VIRGINIA STATE UNIVERSITY

Broadcast Engineer/Technician West Virginia State University Institute, WV

West Virginia State University:

West Virginia State University (WVSU) is a public-land grant institution, which was founded in 1891 as a Historically Black College and University (HBCU), and has evolved into a fully accessible, diverse, and multi-generational institution serving approximately 3,500 students. The University is a community of students, staff, and faculty committed to innovative teaching and learning, research and service that offers 23 undergraduate and seven graduate degrees through its four colleges, and competes in athletics at the NCAA Division II level in five men's sports and six women's sports. WVSU is located in Institute, WV, a suburb of Charleston, the largest city and the capital of West Virginia. With more than 300,000 people living in the metropolitan area, it is an active, exciting and engaging community, boasting cultural and historical events, music, festivals and entertainment.

Position Description

The Department of Communications and Media Studies at West Virginia State University is looking for a quality-oriented candidate for the position of Broadcast Engineer/Technician. This position consists of day-to-day operations of the television facility, various computer servers, and classroom technologies.

This is a non-classified, non-essential, FLSA exempt, full-time benefits eligible position.

Responsibilities for the Broadcast Engineer/Technician

- Installation and maintenance of projectors and assisting faculty with integrating their teaching materials with projectors/smartboards/monitors.
- Assist with courses in the TV studio
- Possibility of teaching assigned sections of Sports Production and Advanced TV Production/Direction
- Assist with lighting and multimedia in Block Box Theatre facility
- Maintain educational technology equipment in Cole Complex 115 and Davis 103
- Operate servers for television/ broadcasting courses

- Serve as Executive producer for student-lead TV programs. (i.e. WVSU Newslines for WV
- PBS)
- Supervise student lab assistants in equipment room and film lab
- Assist students with assignments in broadcasting editing lab
- Clean, update and maintain equipment and networks (especially over student break
- times)
- Provide basic repairs to audio/video/ used by students (audio cables, light stands, tripods, field recorders, editing computers)
- Serve on Equipment Committee- reviewing and recommending equipment and
- technology for purchase (to assure new purchases integrate with existing equipment
- Assist in converting media to formats used by University owned equipment
- Assist with streaming University events (i.e., Commencement)
- Assist with “live” events for Gus R. Douglas Institute
- Record studio events for University. Manage content and network interface for servers; and video server.

Requirements for the Instructor of Communications

Baccalaureate degree in Communications or related field required.

Master’s degree and prior tech experience in video productions is preferred.

Experience with broadcasting equipment, automated systems, computers, electrical technology and procedures.

Salary Statement

Salary will be commensurate with qualifications and experience.

To Apply:

This position will remain open until filled. However, first consideration will be given to applicants who submit a resume, cover letter, academic transcripts, and the names and email addresses or phone numbers of three professional references by Friday, July 12, 2024. All requested information must be submitted for your application to be considered.

Please submit application materials via email to jobs@wvstateu.edu or mail to:

West Virginia State University
Department of Human Resources
P. O. Box 1000, 324 Ferrell Hall
Institute, WV 25112

West Virginia State University conducts criminal background checks on all job candidates upon acceptance of a contingent offer. Any offer of employment is contingent upon the satisfactory completion of a background check.

West Virginia State University is an Equal Opportunity/Affirmative Action institution. No person shall be denied admission to educational programs, activities or employment on the basis of any legally protected status, or be subjected to prohibited discrimination involving, but not limited to, such factors as race, color, creed, religion, national or ethnic origin, marital status, citizenship, sex, sexual orientation, gender identity or expression, age, disability, or protected veteran status. West Virginia State University is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation to participate in the job application or interview process, contact, please contact the Disability and Accessibility Resources unit at 3040766-3083 or ada@wvstateu.edu.