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your **community**

### **Job Posting: Studio Producer & Education Outreach Coordinator**

Community Access Television (CATV), an Upper Valley non-profit public access TV station in White River Junction, VT, is seeking an upbeat, flexible video editor/educator type to round out our small team. This position is responsible for all studio shoots and educational outreach adult workshops and middle-school kid video camps. Work week schedule: M & Th 9am-5pm, T & W 10am-7pm, F 9am-3pm

#### **Key Duties:**

1. **Studio Production:** Manage all aspects of studio shoots from preproduction through post-production digital management. Edit shows for independent producers as needed. Organize & maintain studio equipment.
2. **Community Training:** Develop & conduct Final Cut Pro & digital management trainings.
3. **Video Camps:** Manage all aspects of seasonal middle school-aged kid video camps.

#### **Secondary Duties:**

1. **Video Editing:** Assist editing government meeting and field event shows during busy seasons.
2. **Special Creative Projects:** The CATV team works together on special projects including three important film festivals and occasional quality video projects as directed by the Executive Director.

#### **Skills Needed:**

- Experience working with and inspiring kids.
- Strong Final Cut Pro X editing skills on Mac platform.
- Experience and ability to teach FCPX to novice and intermediate users.
- Experience and ability to manage all stages of show production.
- Ability to interact with independent show producers, with patience and professionalism.
- Ability to trouble shoot computer and digital problems with dedication.

#### **Skills Appreciated** *(please indicate if you can offer any of these additional skills):*

- Ability to work in Photoshop, use Google Drive platform, use Tigtrope scheduling & bulletin creation software, and RueShare library organizational software.

**Salary & Benefits:** Commensurate with skill level and experience. Please include your salary demand with resume. Benefits include health insurance and employer match simple IRA plan.

**Company:** CATV is a local public access television station that serves five communities in the Upper Valley which includes Hanover & Lebanon, NH, and Hartland, Hartford & Norwich, VT. For more information about the station, please visit [www.catv8.org](http://www.catv8.org).

Please send resume to [info@catv8.org](mailto:info@catv8.org).