* **[Production / Programming Coordinator](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18811&sid=486c79126e39a1594059eb8bed75ee59" \l "p22651)**

by [**acidpuppy**](http://www.allaccess.com/forum/memberlist.php?mode=viewprofile&u=27871&sid=486c79126e39a1594059eb8bed75ee59) » Fri Aug 26, 2011 3:51 pm

Wired 96.5 and 92.5 ‘XTU Philadelphia are seeking an individual with versatile production, voice over and writing skills to become our Production and Programming Coordinator.

Responsibilities will include assisting with dubs & spot production and handling various programming content. Knowledge of Audition and AudioVault is helpful. Please send *separate voice over and production demos*, along with resume and cover letter to zack@bbgiphilly.com.

Closing date for applications is Monday, August 29th.

* + - [Report this post](http://www.allaccess.com/forum/report.php?f=10&p=22678&sid=486c79126e39a1594059eb8bed75ee59)

[**PART TIME ON-AIR IN BIG TEN COUNTRY!!**](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18832&sid=486c79126e39a1594059eb8bed75ee59#p22678)

by [**dblack941**](http://www.allaccess.com/forum/memberlist.php?mode=viewprofile&u=10462&sid=486c79126e39a1594059eb8bed75ee59) » Mon Aug 29, 2011 9:30 am

Power 96.5 in Lansing is looking for part time on-air people!! This is a performance measured environment....meaning the more you put in the more you get out. Social media & Production/Imaging skills are a must (Adobe Audition). Job may require working overnights and early mornings. We want a team player who is willing to go above and beyond to get results …..an attitude that fits our environment.

E-mail your MP3 package to donblack@power965fm.com or send via mail
to: WQHH c/o Don Black/PD 600 West Cavanaugh Lansing, MI 48901.

## [Creative Services Director - Saga, Asheville, NC](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18836&sid=486c79126e39a1594059eb8bed75ee59)

### [Creative Services Director - Saga, Asheville, NC](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18836&sid=486c79126e39a1594059eb8bed75ee59#p22682)

by [**ElvisBob**](http://www.allaccess.com/forum/memberlist.php?mode=viewprofile&u=11789&sid=486c79126e39a1594059eb8bed75ee59) » Mon Aug 29, 2011 10:15 am

We’re looking for a Creative Services Director to join our sales team; that’s a fancy name for ‘person that writes and produces incredibly well-done campaigns that sell!’ We’re looking for someone who wants to do really cool work again – stuff you’re proud of.

What makes you 'write' for the job?

1) You must be a GREAT writer – and like to write. You study writing and you read a lot (you know who you are). This is NOT a production director job. MUST have a minimum of ONE-YEAR of professional copywriting experience.

2) You must have heard of Roy Williams (The Wizard of Ads) and Trout & Ries (Positioning).

3) You have strong production voice skills and are comfortable in the production studio. Minimum two-years of professional audio production experience required.

4) You must be able to adapt to the world of business and capitalism (if even for a few hours a day) to be able to go on sales calls with the sales team and to do team needs analysis, then make the final call to present your campaign with the salesperson. The Creative Services Director reports to the General Sales Manager.

Salary is commensurate with experience. You’ll also earn bonus compensation for your work that sells. We’ll give you access to a ton of training and help you grow! Most of all, you’ll be happy doing a really gratifying job- helping your team and our customers grow.

We’re part of Saga Communications and have 5 great radio stations nestled in the beautiful Blue Ridge Mountains of Asheville, NC (consistently rated as one of the best places to live in most places rated listings). Stations: WOXL-FM, WTMT-FM, WISE/WYSE-AM, WOXL-HD2/98.1-FM.

Email your resume, scripts you’re proud of (that sold) and an MP3 demo of your best produced commercials (no files larger than 2mb) to CreativeJob@avlradio.com

Maybe this isn’t for you, but someone you know – email us their name and email address and when we hire them, we’ll send you$100 to say thanks for your referral. Saga Communications is an Equal Opportunity Employer.

## [Production Coordinator for a Gospel Radio Show Pasadena, CA](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18840&sid=486c79126e39a1594059eb8bed75ee59)

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### [Production Coordinator for a Gospel Radio Show Pasadena, CA](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18840&sid=486c79126e39a1594059eb8bed75ee59#p22687)

by [**laydeeniree**](http://www.allaccess.com/forum/memberlist.php?mode=viewprofile&u=4741&sid=486c79126e39a1594059eb8bed75ee59) » Mon Aug 29, 2011 1:21 pm

Job Description: The Production Coordinator is responsible for assisting the Producer in the production of a weekly syndicated gospel music radio program. Duties include, but are not limited to, assisting in organizing all elements for the program, affiliate relations and manage internet content.

Duties and Responsibilities:

· Assist Producer on recording show segments during business hours as well as before/after business hours
· Work with the Producer and team to keep organized and on schedule
· Help to maintain a timeline for pre, post and production processes
· Maintains a computer "bit" file; librarian for bits, production, interviews, shows, etc.
· Keep updated lists of celebrities, experts, etc.
· Maintain show music library
· Assist the Producer with confirming interviews with artists and guests
· Schedule and coordinate recording customized promos and liners for key radio stations
· Coordinate and book travel, lodging and other logistics for show talent, show host, project manager etc.
· Manage content for show website and social media sites
· Create marketing and sales kits
· Manage weekly distribution of show
· Maintain relationship with affiliate station staff
· Perform administrative work as needed

Knowledge, Skills, and Abilities

· A radio or production background is preferred
· A gospel music background is a plus
· Knowledge of Adobe Audition or Cool Edit is a plus
· Moral and ethical integrity must be part of belief system
· Microsoft Office Suite (Word, Excel, Powerpoint), Microsoft Outlook, and other key tools for communication
· Ability to lead, handle and resolve problems, and keep the project on time and on budget
· Ability to establish timelines and priorities, and proceed with objectives with or without supervision
· Must have a friendly & warm demeanor while working with people of all levels to get tasks accomplished
· Must be comfortable communicating with and assisting show talent, host, team members, affiliate stations, etc.
· Must be willing to take direction from key programming staff at DMI and Producer

Credentials and Experience

· At least one year experience in radio / TV production highly desired.
· Gospel or Urban music background a plus.

Special Requirements
· Availability for special event remote broadcasts that could occur on weekends

This is a full-time position.

Location: Pasadena, CA
Compensation: DOE
Please, no phone calls about this job!
To apply email your resume and cover letter to: job-jdy2v-2562844017@craigslist.org
Put the job position in the subject line.

**[Rock Program Director, Saga Communications, Asheville, NC](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18919&sid=486c79126e39a1594059eb8bed75ee59" \l "p22825)**

by [**ElvisBob**](http://www.allaccess.com/forum/memberlist.php?mode=viewprofile&u=11789&sid=486c79126e39a1594059eb8bed75ee59) » Thu Sep 01, 2011 4:41 am

Rock Program Director, Saga Communications, Asheville, NC

Live in the beautiful Blue Ridge Mountains and work for one of the best broadcasting companies. We’re seeking a PD for our huge “Everything that Rocks,” station, 105.9 the Mountain. The job is 50% PD, 50% Promotions Maniac, 50% Interactive Genius and 50% Brand Manager (It adds up to 200%...we know…it’s a BIG job with BIG expectations). Our model PD is a business partner with the rest of our management team.

Since we don’t subscribe to Arbitron, our PD will understand and accept that the scoreboard is how much revenue is earned by the station. At the same time, they will recognize that having extraordinary on-air and interactive products is our non-negotiable standard. Our ideal candidate is a competitive winner with a track record of HIGH-PERFORMANCE RESULTS. This is a small market, so you must be crafty to win without big-market resources.

Asheville is one of America’s most livable markets, making most ‘top 10 lists’ for quality of life and market dynamics. Saga Communications is NOT one of the “heartless super groups.” We’re a group of broadcasters, run by broadcasters that still believe in the radio business, our people and a bright future.

Salary is commensurate with experience. Candidate qualifications should include 3+ years Rock PD experience as well as the ability to do a solid daily air-shift. Also helpful is experience with OMT/iMedia Touch, Music Master and digital admin tools for websites, eBlasts and mobile blasts. A high degree of proficiency in Adobe Audition, MS Word, Excel, and Outlook is a must.

Ready for a challenge? Email your resume, references, salary history and link to your audio demo (no audio files larger than 2MB please) to pdcareer@avlradio.com. If the job’s not right for you, refer a friend! Due to the volume of applicants for this position, no phone calls please.

Saga Communications is an Equal Opportunity Employer.

[**Production Director/Rock Air Talent – Scranton/Wilkes-Barre**](http://www.allaccess.com/forum/viewtopic.php?f=10&t=18967&sid=486c79126e39a1594059eb8bed75ee59#p22884)

by [**willobee**](http://www.allaccess.com/forum/memberlist.php?mode=viewprofile&u=5504&sid=486c79126e39a1594059eb8bed75ee59) » Fri Sep 02, 2011 2:23 pm

Shamrock Communications in Scranton/Wilkes-Barre PA is looking for an energetic rock air talent and production wizard. Must be able to wear many hats without the big head. Minimum 3 years commercial radio experience as air talent and/or production. Production director will be responsible for: developing creative campaigns from scratch; writing winning copy; voicing commercials; producing innovative station imaging; working closely with clientele, sales department and programming to maintain a high standard, managing stream assets, and organization of specialty programming. Must be able to take direction as well as coach others. Working knowledge of Adobe Audition or Pro-Tools, Scott Studios, TLC or NextGen preferred. On air: must be natural, personable, engaging, confident, spontaneous and knowledgeable with rock formats. Great lifestyle market, great company and benefits. Absolutely NO CALLS! Send resume, references and dazzle me with a 3 minute demo, no longer. Willobee@shamrocknepa.com or snail mail: Production Director Position, 149 Penn Ave, 5th Floor, Scranton, PA 18503. Drug free workplace. Shamrock Communications is an equal opportunity employer.