

Part-Time Digital Media Producer

KJZZ – Rio @ Tempe

Job Summary: Responsible for assisting the Digital Media Editor in publishing content to kjzz.org and related media outlets. Works in the KJZZ radio station and contacts may include administrators, staff, volunteers and the general public. Works in team environment to meet department goals.

Duties: Assist reporters in the production of digital content; Assist the Digital Media Editor in the publication of content to a variety of platforms; Copy edit text and format for style; Minor editing of audio files; May be responsible for shooting photos or video; Troubleshoot a variety of technical systems and devices.

Desired Experience: Strong attention to detail; Excellent customer service skills; Ability to work independently and prioritize duties; Effective oral and written communication skills; Ability to work under deadlines in a fast-paced environment; Experience publishing digital content to a variety of platforms; Knowledge of Associated Press style and basic HTML are required; Knowledge of the Drupal content management system is a plus.

This is not a reporting or on-air position, but sound journalistic ethics and news judgment are required. Afternoon availability is required.

Please note that early morning, evening and/or weekend hours may be required for station events and activities.

Hours & Pay Rate:

Up to 24 hours per week;

Hours to be determined;

Pay DOE

This position is part-time with no benefits.

Send resumes to:

jhoban@kjzz.org

The Maricopa County Community College District is an EEO/AA institution.