

Job Description

Job Title:	Broadcast Media / News Director
Job ID:	8067
Location:	
Full/Part Time:	Full-Time
Job Code:	0800 Public Affairs/Communication Specialist -12 Month
Job Grade:	Specialist II
Department:	Department of Journalism-8311

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CSUN's Commitment to You

CSUN is committed to achieving excellence through teaching, scholarship, learning and inclusion. Our values include a respect for all people, building partnerships with the community and the encouragement of innovation, experimentation and creativity. CSUN strives to cultivate a community in which a diverse population can learn and work in an atmosphere of civility and respect. CSUN is especially interested in candidates who make contributions to equity and inclusion in the pursuit of excellence for all members of the university community.

About the University

One of the largest universities in the country, California State University, Northridge (CSUN) is an urban, comprehensive university that delivers award-winning undergraduate and graduate programs to nearly 40,000 students annually and counts more than 330,000 alumni who elevate Southern California and beyond. Since its founding in 1958, CSUN has made a significant and long-term economic impact on California, generating nearly \$1.9 billion in economic impact and more than 11,700 jobs each year. The LAEDC recognized CSUN as its 2015 Eddy Award winner for its positive economic impact. Serving more students on Pell Grants than any other institution in California, CSUN is also a social elevator and one of the most diverse universities in the country. CSUN ranks 13th in awarding bachelor's degrees to underrepresented minority students and seventh in bachelor's degrees to Latino students, serves the 13th largest Jewish student population, and enrolls the largest number of students who are Deaf and hard-of-hearing students of any U.S. state university. The journal Nature recently named CSUN a Rising Star for scientific research, and the NSF ranks CSUN in the top five nationally among similar institutions for graduates who go on to earn doctorates in the sciences. CSUN is where individuals rise. And through them, so does Greater Los Angeles and beyond.

About the Department

The CSUN Department of Journalism, a nationally accredited undergraduate program, supports nine award-winning, student-run digital news media operations in print/online and radio/television broadcast in English and Spanish, as well as a thriving public relations operation, Agency 398. The Journalism program is designed for students who seek careers in a wide variety of contemporary options - particularly in broadcast, public relations and participatory and ethnic media. Our dynamic and creative faculty include internationally recognized scholars in citizen and participatory media, Latin American diasporas and the media, border and immigration issues as well as visual communication and multiplatform storytelling. Our Master's degree in Mass Communication program teaches students critical approaches to journalism practice.

Major Duties

Under the general supervision of the Journalism Department Chair, the Broadcast Media / News Director directs the distribution of content produced in the radio and television facilities (newsrooms, control and broadcast studios). The incumbent oversees the coordination and collaboration of broadcast, digital and other content on a single platform, including creation of procedures and systems to support students' work and enforce journalistic and ethical standards; works collaboratively with faculty, students and technical and support staff prior to and during production times; handles online and other subscriptions, physical and technology needs within scope of the position; oversees contest entries; works with KCSN 88.5 staff to manage the Department's news media and production facilities (newsroom, ISO and recording studios in LA 380) and programming in the station housed in The Soraya's Kurland Auditorium complex. Coordinates and collaborates with the Department's Media Production Specialists, particularly the TV Lab Technician II position, in the Television News/control rooms and broadcast studios, and the Department's Information Technology Consultant; coordinates and collaborates with other student-run

media and project staff and faculty, including at The Sundial, El Nuevo Sol and Agency 398, among others; trains, mentors, schedules and critiques students in coordination with the Department's curricular needs and as determined by faculty and staff; monitors supplies and resources; provides administrative support where needed and appropriate; and performs other duties as assigned.

Qualifications

Equivalent to graduation from a four-year college in Journalism or in a related field. Equivalent to four years of full-time professional experience in commercial or public broadcasting, public affairs and/or related news media operations at a supervisory level; five years preferred. Master's degree and/or directorial experience in radio, television or digital production is a plus.

Knowledge, Skills, & Abilities

Demonstrated ability in utilizing principles, materials and equipment in broadcast, digital, web and related emerging strategies and practices; demonstrated knowledge of contemporary production software and techniques, such as audio/video capture and professional digital editing methods and technologies, as well as core concepts and values appropriate to the specific content creation and production activity. Demonstrated ability to define and organize a project; demonstrated competence in managing a project team. Demonstrated ability to create documents and written communications; and ability to build and sustain long-term relationships with a variety of constituencies. Demonstrated success in training others, provide lead work direction and assuming responsibility for outcomes. Proven ability to use software for spreadsheet and database analysis; and ability to work in a team environment and establish and maintain effective working relationships with others. Possession of internet research skills; Excellency in English oral and written communication skills; sound judgment skills; computer skills; interpersonal skills; and cross-functional team leading skills.

Pay, Benefits, & Work Schedule

The university offers an excellent benefits package.

The salary range for this classification is: \$3420 - \$6008 per month.

The anticipated HIRING RANGE: \$3420 - \$5800, dependent upon qualifications and experience.

HOURS: Full Time; 40 hours per week; 8:00am - 5:00pm, Monday through Friday; may include evenings and weekends.

(10/12) Pay Plan: This is a 10-month position, paid over 12 months. Working months are January through May and August through December. The incumbent will not work during June and July.

REG: This is a Regular position with a one-year probationary period.

General Information

This position is a sensitive position as designated by the CSU.

A background check (including a criminal records check) must be completed satisfactorily. Failure to satisfactorily complete the background check may affect the status of candidates who apply for the position.

The person holding this position may be considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

How To Apply

Candidates should apply by completing the CSUN on-line application utilizing: <http://bit.ly/HRCSUN> link.

NOTE: Internal candidates should apply through the portal by accessing the View Job Openings/Apply link on the Human Resources/Employee pagelet.

Applications received through March 22, 2019, will be considered in the initial review and review of applications will continue until position is filled.

In order to be considered in the initial review, applications must be submitted prior to the date listed above. Application submissions received after the initial review date will be reviewed at the discretion of the University.

For more detailed information on the application and hiring process, please visit the link below:
www.csun.edu/careers

Equal Employment Opportunity

CSUN is an Equal Opportunity Employer and prohibits discrimination on the basis of race, color, ethnicity, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, and disability. Our nondiscrimination policy is set forth in CSU Executive Order 1096. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services at 818-677-2101.

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