JOB TITLE: UVSS CFUV1 – Producer of U in the Ring (CFUV)

DEPARTMENT NAME: University of Victoria Students’ Society – CFUV

CONTACT NAME: Melinda Richka

JOB DESCRIPTION:

U in the Ring is CFUV’s campus podcast/radio program. It is a documentary-style podcast that includes interviews, research pieces, and investigative segments, all connected to UVic and its campus. Episodes are pre-recorded podcast episodes that also broadcast on CFUV.

The Producer is responsible for leading and coordinating volunteers involved with U in the Ring. Under the direction of the Spoken Word Coordinator, they will assist volunteers with generating content, design the program’s episode schedule, review volunteer work, and ensure the completion of podcast episodes in accordance with monthly deadlines.

During their work term, the Producer will facilitate the creation of one podcast episode per month (eight in total) under strict deadlines.

QUALIFICATIONS:

- Experience with project management.
- Demonstrably deadline-oriented.
- An interest in broadcasting, journalism, and/or podcasting.

JOB LOCATION ON-CAMPUS: CFUV 101.9 FM, Room B006, Student Union Building

WORK STUDY WAGE: $13.50/hour (including 4% vacation pay)

DEPARTMENT TOP UP: $1.50

HOURS AVAILABLE: 240

HOW TO APPLY:

Please send a cover letter and resume, including your number of eligible work study hours by email to the Personnel Committee at manager@cfuv.ca.

Applicants must be eligible for Work Study Program
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php