

BOARD OPERATOR – TRAVEL TALK PROGRAM

Job Description:

You will be responsible for the operation and quality of studio sound equipment during the travel program. Operates equipment to record, edit, synchronize, mix and reproduce recordings. Taking direction from Producers, Talent and Directors, participates in the creation of the sound image for the program.

This position is located in Orlando, Florida

Responsibilities Include:

- Checks studio equipment for proper functioning prior to going on air, reporting technical problems and equipment malfunctions
- Runs the audio board for live and taped programs and edits audio for on-air use
- Ensures studio sound equipment is functioning properly during program
- Ensures that on-air product is up to broadcast standards before it leaves the studios
- Works with Producer and Talent on following programming clock to ensure that all content and advertisements are featured as planned
- Work with Producer, Talent and Director to develop creative sound ideas to enhance program content
- Choose sound effects to enhance program image
- Coordinate the appropriate mix of music and sound for the show, and ensure that levels are mixed properly
- Provide cues and support to Talent to facilitate with program continuity
- Screen all incoming calls and selectively chooses callers to go on-air, for the purpose of enhancing program content
- Puts listener calls through to on-air Talent and ends calls
- Work with Producer to create / edit "Best of..." programs from archives of past shows for special re-broadcasting needs
- May provide hosts with news updates and breaking stories, on occasion
- Performs other duties as assigned

Minimum Qualifications:

- Bachelor's degree preferred or equivalent experience
- At least two (2) years' experience producing and running an audio board
- Ability to meet tight deadlines and multi-task
- Interest in travel and current gay events
- Ability to work as part of a team
- Must have legal right to work in the United States
- Previous use of Prophet and Cool Edit preferred
- Proficiency in ISDN operation
- Operating studio sound equipment
- Mixing sound elements into a professional sounding product
- Must be able to pass a drug and back ground check
- Must be comfortable working with and within the LGBT community

Compensation and Benefits:

- Base salary (30-45K)
- Great benefits package
- Great, fun working environment
- Many other cool perks!

Apply today if you have the qualifications and want to work with a company that takes care of their employees.

Email cover letter and resume to: resume@areagay.com

Subject line should read: RE: Job ID 2304 – Board Operator

Or fax to: 407-649-2025
