

## **Youth Program Producer/Instructor**

KMVT 15 Silicon Valley Community Media – 2500 Old Middlefield Way, Suite F  
Mountain View, CA 94043

**OVERVIEW:** Youth Program Producer/Instructor, under the direction of the Executive Director, will be responsible for leading workshops and camps focused on video production, as well as covering high school sports and occasional government meetings. The ideal candidate will possess a wide range of video production and teaching skills, and experience working with youth. Knowledge of live directing, production switchers, graphics, streaming, and editing are required. Candidates must have the ability to work with youth and possess a professional demeanor.

**MAIN DUTIES:** *(including, but not limited to, the following and any other duties the Executive Director may determine):*

- Lead camps and workshops in video production for middle and elementary school students
- Produce and direct high school sports coverage using KMVT production truck
- Teach on-site after school workshops with remote equipment and manage relationships with participating schools
- Create and update curriculum
- Coordinate intern support for youth programs and volunteer support for sports productions
- Cover City Council meetings for KMVT operated City channels
- Provide production and operations support to KMVT staff including:
  - Video editing
  - Marketing creation
  - Location shooting (EFP and ENG)
  - Equipment organization

### **Qualifications**

- Energetic, reliable and confident
- Minimum two years' experience working with youth ages 9-15
- Video production skills and ability to share knowledge
- Strong customer service skills
- Ability to carry heavy equipment
- Ability to work independently and as part of a team
- Knowledge of sports a plus

### **REFERRED EDUCATION/WORK EXPERIENCE:**

- Two-year degree in a related field or 2 years of related work experience preferred
  - Must have experience working with youth and a pass a background/Fingerprint check
  - Community media experience including working with educational and governmental entities

Interested candidates should forward a resume, cover letter and list of references to the Station Manager at [jyoung@kmvt15.org](mailto:jyoung@kmvt15.org) - with "Youth Program Producer/Instructor" in subject line. Salary commensurate with experience