



CTV Entertainment Director

Rocky Mountain Student Media Corporation is committed to increasing the diversity of our staff and providing a culturally responsive work environment. We encourage applications from people of all backgrounds and abilities. While RMSMC is an independent corporation from the University, we embrace Colorado State's Principles of Community to guide us in our educational mission. We look to provide CSU students with hands-on, real world training to develop the skills needed for successful post-college careers while also delivering news, entertainment, and engaging content to the CSU and Fort Collins communities For a full EOE and DEI statement (and for other corporate info) visit: <https://rmsmc.com/documents/>

Description: The Entertainment Director is a leader and student manager responsible for overseeing and directing the operations of the CTV Entertainment department. This person maintains a presence in the newsroom and is actively engaged in the production of content and dedicated to the overall quality of the CTV's packages and video stories.

An ideal candidate has the following traits:

- Possesses a strong grasp on broadcast broadcast writing; preference to candidates are proficient in standard broadcast format.
- Thinks ahead and plans for success of the department.
- Strong communication skills and an ability to make decisions under pressure.
- Effectively balances time commitments outside of work.
- Responsive to newsworthy events and prioritizes timeliness.
- Has a proficient understanding of Adobe Premiere and video production principles.
- Has a strong understanding of journalistic ethics and its application to objective and subjective entertainment reporting.
- Prioritizes teamwork to maintain an inclusive and professional culture.
- Responds quickly to feedback and criticism and adjusts for the success of the team.

Main Responsibilities:

- Leads story assignment meetings for the desk once a week for one hour, which should include training (writing, videography, editing, etc.).
- Keeps reporters accountable through the feedback system, as well as through direct communication.
- Plans an appropriate amount of content and takes responsibility with producers for the desk.
- Reviews and approves all Entertainment content before the show goes live.
- Reviews and approves all Entertainment video packages before anchors/reporters export.
- Communicates frequently with anchors about problems that could disrupt production.
- Attends weekly management meetings in order to communicate effectively

with the management team.

- Encourages new staff by coaching conversational scriptwriting and effective reporting strategies.

Entertainment-Specific Responsibilities:

- Attends entertainment and plans multiple feature stories each week.
- Applies for media credentials (press passes) to ensure reporters have access to all newsworthy events.
- Professionally communicates with University officials and prominent student leaders on campus.
- Communicates with Social Media & Graphics Coordinator in order to push important stories and breaking news announcements.
- Encourages reporters to cover events creatively and find stories that our community cares about.
- Works with reporters to find angles for stories with multiple different perspectives on cultural issues.
- Directs in-depth and immersive stories and works with the producers to provide resources necessary for reporting to occur.
- Communicates with Entertainment producers about story assignments for the upcoming weeks.

Time Commitment: Must be able to attend at least each entertainment show weekly from 7:15 p.m. until the show is over and feedback is given to anchors and the set is cleaned up (on days in which your anchors or producers are taking place in a show). Must be able to attend a half hour meeting once a week with the Executive Producer. Overall, must be able to commit 7 hours a week.

Compensation: Compensation will be \$15 per hour. Employees are encouraged to apply for University work study. Employee Benefit information through Colorado State can be found on HR's Website: <https://hr.colostate.edu/current-employees/benefits/>. Colorado State University may conduct background checks on all final candidates. If the employee does not qualify for need-based work-study, they may be asked to apply for Non-need Work Study. Colorado State University may conduct background checks on final candidates. Employee benefit information can be found on HR's Website at <https://hr.colostate.edu/current-employees/benefits/>

To apply: Submit a resume, cover letter, three relevant video samples, and short 3-5 slide presentation of your big ideas for CTV to ctv@collegiantv.com with the subject line: "CTV 2024-2025 Application: Entertainment Director." The priority deadline is 5 p.m. on April 18 but the position is open until filled. Be prepared to answer questions regarding the attributes and responsibilities listed above.

For more information about CTV or questions regarding the positions, please contact either/or:

- Bailey Borkowski - Executive Producer
 - ctv@collegiantv.com
- Adam Carlson - Program Director
 - adam.g.carlson@gmail.com

