

Job Posting

North Metro TV

Municipal Producer

The Municipal Producer is responsible for the production of municipal related programming, public service announcements, and other related productions for the North Metro government channels serving the communities of Blaine, Centerville, Circle Pines, Ham Lake, Lexington, Lino Lakes, and Spring Lake Park Minnesota.

Primary Duties:

- Research, story and program development, script writing
- Shooting, editing, directing, graphics creation
- Hosting and interviewing
- Developing and maintaining positive working relationships with local government staff and officials, police and fire departments, county officials, community organizations, and NMTV staff

Other duties will include:

- Assisting local government staff with television production/channel related issues
- Basic comprehension of master control function
- Assisting other departments with program production as time allows

Qualified candidates must have a degree/certificate in Mass Communications or related field, or a High School diploma, GED or equivalent and three years experience in a professional video production environment with experience writing, shooting, editing, and performing as talent. Computer skills, attention to detail, excellent writing and verbal skills, on-camera presence, a valid Minnesota driver's license, and the ability to lift 30 pounds are also required.

Position Information:

- Full Time, hours and days may vary dependent on event coverage
- \$37,140, starting salary. Four year step-plan. Salary adjustments after 6 months
- Excellent benefits package including health, dental, and retirement plan with employer match
- Paid holidays, vacation, sick

**Email resume to harnson@northmetrotv.com; or
Mail resume to North Metro TV, 12520 Polk St. NE, Blaine, MN 55434, attn: Executive Director.
Resumes will be accepted through Friday, February 17, 2017.**

North Metro TV is an equal opportunity employer.