



The City Of New York  
Mayor's Office Of Media And Entertainment

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March 28, 2017

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Federal Communications Commission  
Bureau / Office

EEO Staff  
Policy Division  
Media Bureau  
Federal Communications Commission  
445 12<sup>th</sup> Street, SW  
Washington, DC 20554

**Re: Station WNYE-TV, New York, New York (Facility ID No. 6048)  
Response to FCC EEO Audit Public Notice of February 8, 2017**

Dear Sir or Madam:

The New York City Department of Information Technology and Telecommunications ("DoITT"), licensee of broadcast station WNYE-TV, New York, New York (Facility ID No. 6048) ("WNYE-TV" or the "Station") and the supervisory department of the New York City Mayor's Office of Media and Entertainment ("MOME"), hereby submits the following information and materials concerning the Station's Equal Employment Opportunity ("EEO") program as requested by the Federal Communications Commission's Media Bureau in the public notice dated February 8, 2017 ("EEO Audit Notice").

In compiling the requested information and materials, DoITT/MOME relied upon an examination of its files and records, and due inquiry of current employees who are knowledgeable of employment-related issues at the Station's employment unit ("Unit"), which includes WNYE-TV, Facility ID No. 6048, and WNYE(FM), Facility ID No. 3539 (the "Stations").

The responses below correspond to the numbered paragraphs as set forth in the EEO Audit Notice.

**3. Audit Data Requested.**

- 3(a). The Unit's two most recent EEO public file reports, from 2015-2016 and 2016-2017, respectively, are attached hereto as Attachment A. A link to the most recent report is also posted on the Stations' joint website at:  
<http://www1.nyc.gov/site/media/about/about.page>.

The dates of each full-time hire listed in the reports are as follows:

Position	Date of Hire
Radio / TV Operator	05/11/2015
Radio / TV Operator	04/20/2015
Engineer	09/08/2015
Director of Scheduling	05/11/2015
Program Producer	08/31/2015
Senior Producer – Interagency Media <sup>1</sup>	07/20/2015
Program Producer	08/31/2015
Program Producer	07/06/2015
Production Manager	10/19/2015
Associate Commissioner, Marketing/Comms	07/27/2015
Marketing/Communications Associate	09/14/2016
Director of Broadcast Operations	02/29/2016
Press Secretary	03/28/2016
Deputy Director of External Affairs	05/09/2016
Associate Commissioner, Media Strategy	09/26/2016
Staff Attorney	08/22/2016
Executive Administrator	03/13/2017
Radio & TV Master Control Operator	01/09/2017

3(b). Regarding communications concerning full-time positions filled during the period covered by the above-noted EEO public file reports, please see Attachment B.

3(c). The total number of interviewees for each vacancy for all full-time Unit vacancies filled during the period covered by the above-noted EEO public file reports are listed below<sup>2</sup>:

Position	Number of Interviewees
Radio / TV Operator	6
Radio / TV Operator	12
Engineer	4
Director of Scheduling	5
Program Producer	6
Senior Producer – Interagency Media <sup>3</sup>	4
Program Producer	5
Program Producer	10
Production Manager	6
Associate Commissioner, Marketing/Comms	4
Marketing/Communications Associate	5
Director of Broadcast Operations	1
Press Secretary	11
Deputy Director of External Affairs	6
Associate Commissioner, Media Strategy	5
Staff Attorney	4
Executive Administrator	5
Radio & TV Master Control Operator	5

<sup>1</sup> Position was inadvertently omitted from the 2015-2016 report.

<sup>2</sup> The previous number of interviewees reported for 2015-2016 and 2016-2017 totaled 83, but the correct total number of interviewees is 104.

<sup>3</sup> Position was inadvertently omitted from the 2015-2016 report.

The referral source for each interviewee for all full-time Unit vacancies was the respective job posting on [www.nyc.gov](http://www.nyc.gov).

3(d). Documentation of Unit recruitment initiatives during the period covered by the above-noted EEO public file reports is attached hereto as Attachment C. Unit personnel involved with each initiative are described in the documentation provided in Attachments A and C. As of the date of this response, the number of full-time employees of the Employment Unit is 62. The Stations are located in a market with a population of more than 250,000 people. The Unit is required to perform four initiatives within a two-year period.

3(e). The Station's current license term began May 26, 2016.

In December 2016, Leonard McKenzie, an antenna engineer, currently employed by DoITT, filed a complaint with the New York State Division of Human Rights, alleging discrimination on the basis of race and national origin. NYDHR Case No. 10185060. DoITT submitted a response to the complaint in February 2016. DoITT is presently awaiting further action by the NY DHR.

3(f). The Unit actively works to ensure effective implementation and enforcement of the equal employment opportunity and nondiscrimination practices and policies of DoITT and the City of New York.

MOME's EEO officer oversees the Unit's efforts to ensure compliance with DoITT's EEO policies and directives. The EEO officer's responsibilities include participating in periodic reviews, including discussions of the implementation of the Unit's EEO policy. The EEO officer works closely with DoITT's EEO compliance officer in the implementation and enforcement of the Unit's EEO policy. The EEO officer also assists DoITT's EEO compliance officer with documentation of the Unit's recruitment and participation in recruitment initiatives in accordance with Sections 73.2080(c)(1), (c)(2), and (c)(5).

The management of the Unit discusses EEO requirements and non-discrimination practices, including those related to hiring, employee promotion and evaluation procedures, through regular meetings and training sessions with employees. Each employee of the Unit is responsible for supporting the concept of equal opportunity employment and for assisting the Unit in meeting this objective.

Pursuant to Section 73.2080(b), the Unit uses a variety of methods to inform employees and job applicants of its EEO policies and program. The Unit informs applicants of DoITT's EEO Policy by including a notice that DoITT and/or the City of New York are equal opportunity employers on each application for employment and job posting and announcement. Each employee is provided a copy of the Equal Employment Opportunity

Policy of the City of New York, which is also available here:  
<http://www.nyc.gov/html/dcas/html/about/eeopol.shtml>.

DoITT's Office of Diversity and EEO administers the agency's equal employment opportunity training program and yearly refresher courses for all employees. DoITT's EEO policies are also posted on its webpage:  
<http://www1.nyc.gov/site/doitt/about/diversity-eeo.page>

In addition, the EEO officer and other station management are available to discuss the Stations' EEO policies at any time with employees and applicants.

3(g-h). The Unit evaluates its EEO recruitment program on an ongoing basis, pursuant to Section 73.2080(c)(3), to ensure that its efforts are effective in reaching all segments of the communities served by the Unit. The Unit conducts this evaluation at the time its annual EEO public file report is prepared.

The Unit periodically analyzes measures taken, pursuant to Section 73.2080(c)(4), with respect to pay, benefits, seniority practices, promotions, and selection technique to ensure that they provide equal opportunity and do not have a discriminatory effect. The Unit promotes a commitment to equal employment opportunities and nondiscriminatory practices through its recruitment, outreach, hiring, and promotion practices, as well as other practices designed to ensure that efforts are reaching all segments of the community served by the Unit and do not have a discriminatory effect.

In addition to its regular review of the Unit's outreach efforts, management reviews the Unit's employment practices to ensure that the practices promote equal employment opportunities and are nondiscriminatory. The management team annually reviews employee pay rates, fringe benefits, and other practices related to hiring and employment.

The EEO Officer reviews the Unit's employment notifications on an ongoing basis to ensure that they comply with the Unit's equal employment opportunity policies.

The Unit's benefits are universal to all non-management employees, and are therefore non-discriminatory. The Unit evaluates the composition of its workforce and examines pay, benefits, seniority practices, promotions and selection techniques during its annual budget process and when pay increases are reviewed. The Unit makes all promotions decisions based solely on the skills, abilities and experience of applicants; race, gender and national origin are not considered.

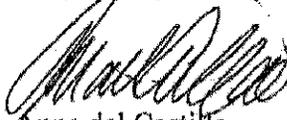
The Unit has not entered into an agreement with any broadcast or communications-related unions. Certain employees of the Unit are members of the District Council 37 of the AFL-CIO, the City Workers' Union. To ensure that EEO policies are followed for its union-member employees and job applicants, the Unit directs union members to DoITT's equal employment opportunity policy statement, and the Equal Employment Opportunity Policy of the City of New York. Any violations of the terms of a union agreement

relating to equal opportunity practices would be addressed by a cooperative effort between the Unit, the City of New York, and the union.

- 3(i). The licensee is not a religious broadcaster; therefore, the question is inapplicable.
4. **Time Brokerage.** The Unit does not include any stations subject to a time brokerage agreement.

Should you require any additional information, please contact our communications counsel, F. Scott Pippin, at (202) 416-1081.

Respectfully submitted,



Anne del Castillo  
Chief Operating Officer / General Counsel  
The City of New York  
Mayor's Office of Media and Entertainment

I do not have personal knowledge of the relevant facts concerning the matters addressed in the foregoing response. None of the licensee's employees with personal knowledge of such facts, however, is an "officer, member or other principal of the licensee." EEO Audit Notice (¶ 5). In an effort to comply to the extent possible with the Media Bureau's request that the response be in the form of a statement signed by an officer, member or other principal of the licensee, I certify that the facts set forth in the foregoing response, except those of which official notice may be taken or are attested to by another, are true and correct to the best of my knowledge, information and belief.



Anne del Castillo  
Chief Operating Officer / General Counsel  
The City of New York  
Mayor's Office of Media and Entertainment

Attachment A

(2015-2016 and 2016-2017 EEO Public File Reports)

**EEO PUBLIC FILE REPORT**

This Report covers full-time vacancy recruitment data for the period: January 23, 2015 – January 22, 2016.

1) **Employment Unit:** New York City Department of Information Technology and Telecommunications (“DoITT”)/Mayor’s Office of Media and Entertainment (“MOME”)/NYC Media

2) **Unit Members (Stations and Communities of License):** WNYE (FM), WNYE-TV

3) **EEO Contact Information for Employment Unit:**

Mailing Address:  NYC Media 1 Centre Street, 27th Floor New York, NY 10007	Telephone Number: (212) 669-4621  Contact Person/Title: Anne del Castillo, COO/General Counsel  E-mail Address: adelcastillo@media.nyc.gov
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4) **Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

Job Title	Recruitment Source Referring Hiree
(a) Radio / TV Operator	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(b) Radio / TV Operator	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(c) Engineer	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(d) Director of Scheduling	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(e) Program Producer	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(f) Program Producer	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(g) Program Producer	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(h) Production Manager	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(i) Associate Commissioner, Marketing/Comms	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(j) Marketing/Communications Associate	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>

Consistent with City of New York policy, notice of each full time vacancy was posted on [www.nyc.gov](http://www.nyc.gov).

5) **Total # of Interviewees Referred:** For the period from January 23, 2015 through January 22, 2016 this Employment Unit interviewed 48 interviewees.

- 6) **Recruitment Initiatives.** List and briefly describe the Supplemental Recruitment Initiatives undertaken during the period covered by this Report.

**(a) Participation in Job Fairs**

DoITT hiring representatives attended these five job fairs in 2015: "Professional Diversity Career Fair/NAPW Power Networking Event," in April and November, "Hiring our Heroes" in June and September, and "CUNY Big Apple Job Fair" in April.

**(b) Hosted Job Fairs**

DoITT hosted its own "IT Professional Career Fair" on October 14, 2015.

**(c) Community Events**

*Film Society of Lincoln Center's Artist Academy*

MOME presented at the Film Society of Lincoln Center's Artist Academy, a two-day career development series for a select group of up-and-coming New York filmmakers held during the New York Film Festival on September 29-30, 2015.

*New York City Television Week*

MOME presented at The Content Show, part of Broadcasting and Cable's New York City Television Week. The two-day event was held October 21-22, 2015 and featured discussion, debate and dialogue from the media industry's most prominent thought leaders.

*Lights, Camera, Access 2.0*

MOME partnered with the Mayor's Office for People with Disabilities to participate in the *Lights! Camera! Access! 2.0* two-day event held July 13-15, 2014 in honor of the 25th anniversary of the Americans with Disabilities Act (ADA). The event was organized by EIN SOF Communications and The Loreen Arbus Foundation with the goal of convening industry, academic and community leaders for a two-day think tank hosted by NYU and CUNY to create sustainable solutions to accessibility, increased employment and improved disability portrayals.

*Made in NY Talks: Anatomy of a Scene from Daredevil*

On August 18, 2015, MOME partnered with the Department of Youth & Community Development (DYCD), Marvel Television, and AMC Theater to present a panel discussion with members of the production team from "Daredevil" about their respective careers in film and television.

*PaleyFest Early Career Networking Meet-Up*

MOME partnered with Local 161, Local 829, Local 52, Local 600, and the Directors Guild of America to host a career networking event on October 17, 2015 at PaleyFest. Each of the participants had an opportunity to meet with up to six industry professionals to learn more about careers in film and television during the free workshop.

*DOC NYC Festival Screening and Discussion*

MOME hosted middle school students from the Soundview Academy for Culture and Scholarship on November 18, 2015 at a DOC NYC Festival screening of *Sky Line*, the first documentary to explore the current race by entrepreneurs to build an elevator to space. The students were able to discuss the filmmaking process with the Director after the film.

**(d) Internship Programs**

MOME provides college students and recent graduates internship opportunities in a variety of functional areas year-round. Positions include production/post-production, graphic design, business development & marketing, legal and communications. In 2015, we worked with interns from the Benjamin Cardozo School

of Law, Borough of Manhattan Community College, Brooklyn Law School, City University of New York, Fordham University, Hunter College, and New York University. We also hosted a high school intern from the ReelWorks intern placement program.

MOME also partners with the CUNY/College of Technology ("City Tech") to connect City Tech Students to technology and advanced manufacturing internships at local businesses.

**(e) Job Banks and Other Outreach**

DoITT has an account with LinkedIn in order to interactively promote outreach regarding hard to recruit vacancies in addition to DoITT's general accounts with popular employment websites such as Monster.com and Dice.com.

**(f) Events at Educational Institutions**

MOME staff presented information about career opportunities and the entertainment industry in NYC to students from the following local and visiting universities: Bronx Community College, Brooklyn College, Chapman University (CA), Columbia University, John Jay College, Lehman College, New York Film Academy, New York University, Packer Collegiate Institute, School of Visual Arts, Washington University (St. Louis).

**(g) EEO Training**

DoITT's Office of Diversity and EEO administers the agency's equal employment opportunity training program and refresher courses every year.

**(h) Training Programs**

Developed in partnership with MOME and Brooklyn Workforce Innovations, the "Made in NY" Production Assistant Trainee Program provides free, full-time training to underrepresented populations interested in production.



**EEO PUBLIC FILE REPORT**

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- 3) **EEO Contact Information for Employment Unit:** Anne del Castillo

Mailing Address:	Telephone Number: (212) 669-4621
NYC Media 1 Centre Street, 27th Floor New York, NY 10007	Contact Person/Title: Anne del Castillo, COO/General Counsel
	E-mail Address: <a href="mailto:adelcastillo@media.nyc.gov">adelcastillo@media.nyc.gov</a>

**4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
(a) Director of Broadcast Operations	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(b) Press Secretary	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(c) Deputy Director of External Affairs	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(d) Associate Commissioner, Media Strategy	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(e) Staff Attorney	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(f) Executive Administrator	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(g) Radio & TV Master Control Operator	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>

Consistent with City of New York policy, notice of each full time vacancy was posted on [www.nyc.gov](http://www.nyc.gov).

- 5) **Total # of Interviewees Referred:** For the period from January 23, 2016 through January 22, 2017 this Employment Unit interviewed 35 interviewees for full-time job vacancies.

6) **Recruitment Initiatives.** List and briefly describe the Supplemental Recruitment Initiatives undertaken during the period covered by this Report.

(a) **Participation in Job Fairs**

DoITT hiring representatives attended these 10 job fairs in 2016:

- CUNY Big Apple Career Fair, April 22, 2016
- City IT Career Fair at Emblem Health, June 9, 2016
- People with Disabilities, July 15, 2016
- STEM Diversity Career Expo, September 16, 2016
- LGBT Career Fair, September 30, 2016
- Columbia Business School, September 30, 2016
- Senator Addabbo's Annual Fall Career Fair, October 7, 2016
- New York City Job Fair, November 2, 2016 (DCAS)
- Asian Diversity Career Expo, November 4, 2016

(b) **Hosted Job Fairs**

DoITT hosted its own Tech Job Fair on August 1, 2016.

(c) **Community Events**

*"Made in NY" Production Assistants Summit*

February 28, 2016

For the 10<sup>th</sup> Anniversary of Brooklyn Workforce Innovations "Made in NY" Production Assistants Training Program, MOME convened over 200 graduates of the program for alumni summit at New York University. The day-long program featured presentations and networking opportunities with leading industry executives, including Executive Producer and Showrunner Michael Rauch and Martin Scorsese's longtime producer Barbara de Fina.

*Made in NY Talks: Media + Tech - Where the Jobs Are*

March 9, 2016

MOME in partnership with the Center for Communication presented a conversation with leading recruiters, including Nancy Ashbrooke (Vice President, Global Human Resources, VICE), Nina Temple (Global Staffing Lead, Google), Joe Farrell (Director, Human Resources, Hearst Magazines), and Alexis Juneja (Vice President, People and Culture, Vox Media), moderated by Adrian Granzella Larssen (Editor-in-Chief, The Daily Muse). 225 people attended.

*ReelAbilities: NY Disabilities Film Festival*

March 13, 2016

MOME co-presented with SAG-AFTRA, NYWIFT, and Inclusion in the Arts a panel entitled "Beyond Hollywood: Authenticity and Opportunity" featuring a conversation with industry professionals about their career paths and the portrayal and lack of opportunities for people with disabilities.

*Made in NY Talks: Diversity in Television*

July 23, 2016

MOME partnered with the Asian American International Film Festival to present a discussion with the writer and producer of "Made in NY" series *Master of None*. 200 people attended.

*MTV VMA Awards Contest - Viacom Education Day*

MOME partnered with the MTV Awards to host a professional development day at Viacom for 75 young people.

*Careers in Entertainment Forum*

September 21, 2016

MOME partnered with the Will & Jada Smith Family Foundation for the *Careers in Entertainment Tour* launch event at Brooklyn Expo Center. MOME hosted a career booth, held panel discussions, and displayed an interactive career exhibit. The event attracted over 600 students from 25 CTE/YMI high schools and 30 New York City colleges.

*Made in NY Talks: Media + Tech - Where the Jobs Are*

October 6, 2016

MOME in partnership with Center for Communication presented a panel discussion where leading recruiters from the largest operations in the business discussed dynamic opportunities available in the booming media and tech sector and shared their strategies for job search. 280 people attended.

*Paleyfest STEM to SCREEN Early-Career Networking Day*

October 15, 2016

MOME organized a networking event at the Paley Center featuring a conversation with Tremain Brown, Jr., the star of original Netflix series *The Get Down*, and other industry professionals that included Toni Barton (Art Director, Marvel's *Luke Cage*) and Danica Parry (VFX Composer, USA's *Mr. Robot*). 80 high school students from 10 New York City schools attended.

*DOC NYC Festival Screening for NYC Public High School Students*

November 15, 2016

MOME partnered with DOC NYC Festival to present the encore screening of *Serenade for Haiti* and a discussion with the filmmaker and producers of the film. 180 students from 4 New York City public high schools attended.

*STEM to SCREEN Early-Career Networking Panel II*

December 3, 2016

MOME organized a panel discussion with Simone Missick (star of Netflix series *Luke Cage*), and a networking event with industry professionals that included Benjamin Lehmann (Supervising Producer, *Sesame Street*), Anthony Galloway (Executive Producer, Mobile Content, VICE), Andrea Chaves (Young Women's Leadership School Digital Dance Program), Diane Trang and Ian Scott (Verizon go90), Charles Hunt (Production Sound Mixer, Marvel TV), Raina Oberlin (Company Electrician, Marvel TV), Mario Ventenilla (Production Designer, *Blue Bloods*), Deborah Zometa (Special Effects Technician, *Madame Secretary*), and Tom Rossiter (Special Effects Supervisor, *Master of None*). 100 high school students from 10 New York City schools attended this event at the Paley Center.

**(d) Internship Programs**

MOME partnered with the Department of Youth and Community Development (DYCD) and the Ladders for Leaders Media & Entertainment Initiative to provide over 100 internship opportunities to New York City students (ages 16 - 22 years old) who received advanced pre-employment training and summer placements at media and entertainment companies throughout the city. In addition, MOME sponsored the film and theatre studios at Frank Sinatra High School for their summer intensive skills development program for over 400 students from across the City's five boroughs.

Throughout the year, MOME provides college students and recent graduates internship opportunities in a variety of functional areas. Positions include production/post-production, graphic design, business development & marketing, legal and communications. MOME also partners with the CUNY/College of Technology ("City Tech") to connect City Tech Students to technology and advanced manufacturing internships at local businesses.

**(e) Job Banks and Other Outreach**

DoITT has an account with LinkedIn in order to interactively promote outreach regarding hard to recruit vacancies in addition to DoITT's general accounts with popular employment websites such as Monster.com and Dice.com.

**(f) Events at Educational Institutions**

MOME staff presented information about career opportunities and the entertainment industry in NYC to students from local and visiting universities, including: Bronx Community College, Brooklyn Law School, Feirstein Graduate School of Cinema at Brooklyn College, Columbia University, ESRA International Film School, Hunter College, National Film School of Denmark, New York Institute of Technology, New York University, Packer Collegiate Institute, and Syracuse University.

**(g) EEO Training**

DoITT's Office of Diversity and EEO administers the agency's equal employment opportunity training program and refresher courses every year.

**(h) Training Programs**

Developed in partnership with MOME and Brooklyn Workforce Innovations, the "Made in NY" Production Assistant Trainee Program provides free, full-time training to underrepresented populations interested in production.

Attachment B

(Job Notices, Posting Data)

## Del Castillo, Anne

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**From:** Abramson, Stacey  
**Sent:** Friday, February 27, 2015 4:55 PM  
**Cc:** Cushman, Elissa Stein; Brooks, Ayana M.  
**Subject:** DoITT Job Opportunities  
**Attachments:** Citrix VMWare Engineer.pdf; IT Security Specialist.pdf; Principal Design Engineer.pdf; Radio Lead Test Engineer .pdf; Director, Infrastructure Build Coordinator.pdf; ECTP PMO Specialist.pdf; ECTP Logging and Recording Project Manager.pdf; QC Engineer SDE Project Manager.pdf; Senior Project Manager .pdf; Business Intelligence Analyst.pdf; Deputy Director of GIS.pdf; Personnel Associate.pdf; Senior Advisor to the First Deputy Commissioner.pdf; 311 Call Center Supervisor.pdf; MOME Production Coordinator .pdf; MOME Field Representative.pdf; MOME Marketing Communications Associate.pdf; MOME On-Air Scheduling Manager.pdf; MOME Broadcast Production Coordinator.pdf; Policy Coordinator.pdf

Good afternoon.

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

Attached are recently posted job vacancies available at DoITT. Please read them carefully and, if interested, determine if you are qualified for a particular position by reading the "Qualification Requirements" section on each job vacancy notice.

E-Hire is the enhanced automated process which allows city employees to search and apply for agency and citywide job opportunities via Employee Self Service (ESS). For existing City employees, the Job Search Tab will take you to NYCAPS Employee Self Service. Once there, click on Recruiting Activities > Careers tabs to see current open positions. For more information, please visit the NYC Jobs website at [www.nyc.gov/jobs](http://www.nyc.gov/jobs).

As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Harley or Aisha Sims for assistance.

Best regards,  
*Stacey*

---

Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
New York City Department of  
Information Technology & Telecommunications  
255 Greenwich Street, 9th Floor  
New York, NY 10007

212-788-6085 (phone)  
212-788-5951 (fax)

**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Radio & TV Operator	<b>Level:</b> 02
<b>Title Code No:</b> 90411	<b>Salary:</b> \$37,798/\$43,468 - \$50,000
<b>Business Title:</b> Broadcast Production Coordinator	<b>Work Location:</b> Manhattan, NY
<b>Division/Work Unit:</b> Mayor's Office of Media and Entertainment MOME	<b>Number of Positions:</b> 1
<b>Job ID:</b> 183106	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b> <b>(New York City Residency required within 90 days of appointment)</b>	
<p>DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.</p> <p>The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.</p> <p>The successful candidate will serve as a Broadcast Production Coordinator reporting to the Mayor's Office of Media and Entertainment Division. Responsibilities will include: Assign camera crews to various events requiring coverage; hiring freelancers as required by the daily needs; manage the allocation of all equipment and vehicles; obtain and provide shoot information and create call times for crews; operate cameras as needed; liaise as needed with various city agencies to get required event information; train staff on the appropriate use and maintenance of any equipment or machinery as needed; and perform special projects and initiatives as assigned.</p>	
<b>Minimum Qualification Requirements</b>	
<p>Six months of full-time satisfactory experience as a radio operator, broadcast technician, repairperson or mechanic in the field of radio, television or two-way communications or broadcast trainee in a broadcasting station or performing closely related work.</p> <p><b>License Requirement</b> A Motor Vehicle license valid in the State of New York may be required for some assignments. This license must be maintained for the duration of the assignment.</p> <p><b>Special Note:</b> To be assigned to Assignment Level III the candidate must have, in addition to the requirements listed above, three years of satisfactory full-time experience as a broadcast technician (radio and/or television) which may include experience as a broadcast trainee in a broadcasting station.</p>	
<b>Preferred Skills</b>	
<p>The successful candidate should possess the following: Bachelor's Degree; at least 5 years experience in the broadcast production and post production environment; ability to clearly communicate to engineers, photographers, and producers and work in a team environment; knowledge of Microsoft Office Suite software, particularly Word, Excel and Visio; working knowledge of HD video switchers, Blackmagic VideoHub routers, Live-U Pportable uplink and teleprompters; strong familiarity with Sony EX1, EX3, PDW 700HD, PDW 700HD, robotic video cameras as well as Canon 5D mark III and Canon C100 HD Cinema cameras; ability to lift up to 50 lbs.</p>	
<b>To Apply</b>	
<p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #183106 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #183106</p> <p style="text-align: center;">-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> February 18, 2015	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Radio and TV Operator	<b>Level:</b> 02
<b>Title Code No:</b> 90411	<b>Salary:</b> \$38,743/\$44,555 - \$45,000
<b>Business Title:</b> Master Control Operator	<b>Work Location:</b> New York, NY
<b>Division/Work Unit:</b> NYC Media/MOME	<b>Number of Positions:</b> 1
<b>Job ID:</b> 173042	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b> (NYC Residency is required within 90 days of appointment)	
<p>The Mayor's Office of Media and Entertainment is comprised of two divisions: the Office of Film, Theatre, and Broadcasting, and NYC Media. The Office of Film, Theatre and Broadcasting serves as a one-stop shop for the entertainment industry and promotes New York City as a thriving center of creativity, issuing permits for productions filming on public property, and facilitating production throughout the five boroughs.</p> <p>NYC Media is the City's official broadcast network and media production group, with programming that informs, educates, and entertains New Yorkers about the City's diverse people, neighborhoods, services, attractions, and activities. NYC Media is hiring a full-time Master Control Operator responsible for the coordination and integration of computerized traffic scheduling systems, server systems and record scheduling systems in order to record and play out broadcast programming. The full coordination and integration of the master control system is part of the responsibility of the operator.</p> <p>The successful candidate will serve as a Master Control Operator reporting to the Director of Broadcast Operations. Responsibilities will include:</p> <ul style="list-style-type: none"> <li>• Operates control board for studios and remote programming;</li> <li>• Regulates program timing, operates syndicated programming, and plays breaks;</li> <li>• Monitors the technical quality and accuracy of incoming and outgoing on-air programming from master control room;</li> <li>• Protects station's license by censoring live programs and deleting words/phrases not permitted on air</li> <li>• Executes playlists for server, tape, or simulcast programming, thru databases of file-based programming to ensure that the proper programming is available for broadcast as scheduled;</li> <li>• Assists with adjusting signal and programming content to ensure transmission meets federally mandated broadcast standards. - Processes time-out programming for accurate play back;</li> <li>• Checks master control equipment for proper functioning and notifies Engineering of technical malfunctions affecting quality of the broadcast;</li> <li>• Handles emergency inserts (crawls, alert system tests, etc.) and the integration of character generators and other associated elements into the program stream.</li> </ul>	
<b>Minimum Qualification Requirements</b>	
Six months of full-time satisfactory experience as a radio operator, broadcast technician, repairperson or mechanic in the field of radio, television or two-way communications or broadcast trainee in a broadcasting station or performing closely related work.	
<b>License Requirement</b> A Motor Vehicle license valid in the State of New York may be required for some assignments. This license must be maintained for the duration of the assignment.	
<b>Special Note:</b> To be assigned to Assignment Level III the candidate must have, in addition to the requirements listed above, three years of satisfactory full-time experience as a broadcast technician (radio and/or television) which may include experience as a broadcast trainee in a broadcasting station.	
<b>Preferred Skills</b>	
<p>The preferred candidate should possess the following:</p> <ul style="list-style-type: none"> <li>• Time management and attention to detail;</li> <li>• Ability to work without close supervision;</li> <li>• Functions well in a fast-paced environment with tight timeframes and multiple demands;</li> <li>• Works well in a team environment.</li> </ul>	
<b>To Apply</b>	
<p>For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #248215 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #248215</p> <p align="center">-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p> <p align="center"><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> December 1, 2014	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

## **Del Castillo, Anne**

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**From:** Abramson, Stacey  
**Sent:** Thursday, April 02, 2015 4:17 PM  
**Cc:** Cushman, Elissa Stein; Brooks, Ayana M.  
**Subject:** DoITT Job Opportunities  
**Attachments:** Monitoring Engineer.pdf; IT Service Delivery and Problem Manager.pdf; Service Desk Agent..pdf; Service Desk Agent.pdf; Manager, IT Security Engineering.pdf; Business Continuity Support Specialist.pdf; ECTP Project Manager.pdf; Portal Application Engineer.pdf; Senior Mobile Application Developer.pdf; Integration Support Engineer.pdf; Java Developer.pdf; Contracts Counsel.pdf; Broadcast Project Engineer.pdf; Segment Producer.pdf

Good afternoon!

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

Attached are recently posted job vacancies available at DoITT. Please read them carefully and, if interested, determine if you are qualified for a particular position by reading the "Qualification Requirements" section on each job vacancy notice.

E-Hire is the enhanced automated process which allows city employees to search and apply for agency and citywide job opportunities via Employee Self Service (ESS). For existing City employees, the Job Search Tab will take you to NYCAPS Employee Self Service. Once there, click on Recruiting Activities > Careers tabs to see current open positions. For more information, please visit the NYC Jobs website at [www.nyc.gov/jobs](http://www.nyc.gov/jobs).

As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Harley or Aisha Sims for assistance.

Best regards,  
*Stacey*

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Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
New York City Department of  
Information Technology & Telecommunications  
255 Greenwich Street, 9th Floor  
New York, NY 10007

212-788-6085 (phone)  
212-788-5951 (fax)  
[sabramson@doitt.nyc.gov](mailto:sabramson@doitt.nyc.gov)

**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Computer Associate (Technical Support)	<b>Level:</b> 02
<b>Title Code No:</b> 13611	<b>Salary:</b> \$51,934/\$59,724 - \$65,000
<b>Business Title:</b> Broadcast Project Engineer	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> Mayor's Office of Media and Entertainment	<b>Number of Positions:</b> 1
<b>Job ID:</b> 188494	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.

**Job Description**

**(New York City Residency required within 90 days of appointment)**

DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.

The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.

The successful candidate will serve as a Broadcast Project Engineer reporting to the Mayor's Office of Media and Entertainment (MOME). Responsibilities will include: Perform monthly maintenance of all Electronic Field Production (EFP) equipment inclusive of checking white balance, chipping of all cameras, and inspections of engineering menus in each camera for proper set up; oversee, institute and maintain monthly maintenance logs as well as monthly report on the status of the Municipal Building Facility, the City Council and the Media Room; perform, coordinate and implement protocol for asset management of all video equipment; conduct on site repairs and assembly of all video, audio and fiber cables and connectors; provide broadcast engineering support to all MOME staff and functions; develop schematic wiring diagrams of all production and postproduction equipment located in the various relevant facilities; interface with Municipal Building, CUNY and Media Room engineering departments in order to obtain enhanced services to MOME offices; develop and maintain business contacts with all vendors that produce and provide products and services needed for the daily operations of MOME at the Municipal Building, CUNY, The Media Room and EFP productions; provide engineering support and services needed to maintain and upgrade the broadcasting facility at city hall; train staff in appropriate use and maintenance of any equipment or machinery as required; and perform special projects and initiatives as assigned.

**Minimum Qualification Requirements**

1. A baccalaureate degree from an accredited college and two years of satisfactory full-time experience, acquired within the last seven years, in mainframe computer, mid-range computer and/or LAN or WAN computer environments in the areas of tape library, data entry or production control;

or

2. An associate degree or 60 semester credits from an accredited college and three years of satisfactory full-time experience, acquired with the last seven years, as described in "1" above;

or

3. A four-year high school diploma or its educational equivalent and four years of satisfactory full-time experience, acquired with the last seven years, as described in "1" above;

or

4. Education and/or experience equivalent to "1", "2", or "3" above. Undergraduate college credit can be substituted for experience on the basis of 30 semester credits, from an accredited college, for six months of experience. However, all candidates must have at least a four-year high school diploma or its educational equivalent and two years of satisfactory full-time mainframe computer, mid-range computer, and/or LAN or WAN computer experience, acquired within the last seven years, in the areas of tape library, data entry, or production control.

**Preferred Skills**

The successful candidate should possess the following: 10+ years experience in the broadcast production and post production environment; ability to articulate problems and communicate with senior staff, engineers, cameramen, post production and producers; knowledge of Final Cut Pro 7, Microsoft Office, particularly Word, excel, and Visio; familiarity with equipment and procedures used by NYC media production; ability to come up with creative solutions to technical problems; and the ability to lift up to 50 lbs.

**To Apply**

For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #188494  
For all other applicants, please go to [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job ID #188494

-or-

If you do not have access to a computer, please mail resume indicating Job ID #: to:  
Department of Information Technology and Telecommunications (DoITT)  
Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007

SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW  
APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL

<b>Posting Date:</b> March 26, 2015	<b>Post Until:</b> Filled
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**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Program Producer	<b>Level:</b> 02
<b>Title Code No:</b> 60621	<b>Salary:</b> \$51,695/\$59,449 - \$65,000
<b>Business Title:</b> On-Air Scheduling Manager	<b>Work Location:</b> Manhattan, NY
<b>Division/Work Unit:</b> Mayor's Office of Media and Entertainment	<b>Number of Positions:</b> 1
<b>Job ID:</b> 183051	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.

**Job Description**

**(New York City Residency required within 90 days of appointment)**

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The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.

The successful candidate will serve as an On-Air Scheduling Manager reporting to the Mayor's Office of Media and Entertainment Division. Responsibilities will include: Support the Director of Programming, manage and schedule on-air assets, communicate with coordinating departments regarding assets and scheduling; schedule and monitor station breaks; collect, enter and maintain program assets in Protrack and corresponding grids; supply schedule or contact information for viewer inquiries; correct and respond to problems regarding programming and traffic; update program changes in Protrack; obtain missed or impaired program content information and provide updates or changes; order, track and manage program orders from distributors; and perform special projects or initiatives as assigned as assigned.

**Minimum Qualification Requirements**

1. A baccalaureate degree from an accredited college with courses in radio/TV broadcasting, including production, direction and writing of programs;  
or
2. A high school diploma or its educational equivalent and two years of experience in radio or TV broadcasting including writing, directing, producing and tape work;  
or
3. A satisfactory equivalent, but all candidates must have a high school diploma or its educational equivalent.

**Preferred Skills**

The successful candidate should possess the following: 7+ years experience in broadcasting; attention to detail; strong proofreading/editing skills; organizational skills; leadership skills; proven ability to achieve challenging goals and deadlines; diplomacy and balance in working with colleagues; ability to listen effectively and troubleshoot; strong writing and communications skills; ability to juggle several projects and work within tight deadlines; diplomacy skills; issue resolution; understanding of industry standards processes; experience with Protrack, E-Names and Tracmedia softwares; proficient in Microsoft Office including Word, Excel and Outlook.

**To Apply**

For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #183051  
For all other applicants, please go to [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job ID #183051

-or-

If you do not have access to a computer, please mail resume indicating Job ID # to:  
Department of Information Technology and Telecommunications (DoITT)  
Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007

SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW  
APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL

**Posting Date:** February 18, 2015

**Post Until:** Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Program Producer	<b>Level:</b> 03
<b>Title Code No:</b> 60621	<b>Salary:</b> \$59,589/\$68,527 - \$82,508
<b>Business Title:</b> Producer/Editor, NYC Media	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment	<b>Number of Positions:</b> 1
<b>Job ID:</b> 189742	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<p align="center"><b>Job Description</b> (New York City Residency required within 90 days of appointment)</p> <p>DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.</p> <p>The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.</p> <p>The successful candidate will serve as a Producer/Editor, NYC Media reporting to the Mayor's Office of Media and Entertainment (MOME). Responsibilities will include: Managing the progress of video productions from pre-production through post-production; finding characters, developing scripts, filming in the field and on set, editing and delivering high quality video content; maintaining a production schedule and monitoring the progress; clearly communicating status and creative development on all assigned projects; collaborating with agency departments to facilitate marketing, communications and production needs; keeping track of all necessary assets and archiving media managed projects.</p>	
<p align="center"><b>Minimum Qualification Requirements</b></p> <p>1. A baccalaureate degree from an accredited college with courses in radio/TV broadcasting, including production, direction and writing of programs; or 2. A high school diploma or its educational equivalent and two years of experience in radio or TV broadcasting including writing, directing, producing and tape work; or 3. A satisfactory equivalent, but all candidates must have a high school diploma or its educational equivalent.</p>	
<p align="center"><b>Preferred Skills</b></p> <p>The successful candidate should possess the following: At least 5 years of experience working in broadcast television production; should have strong production skills in all phases of production; particularly story development and story editing; must be able to shoot on a DSLR camera and edit on Apple's Final Cut Pro 7; working knowledge of Adobe Premiere, Photoshop and After Effects is a plus; should be experienced at editing short form content, as well as longer form, life style and documentary formats; should have a demonstrated ability in linear and non-linear story telling formats; comfortable working with a producer, as well as working independently, selecting footage and developing the storyline of a program, and have a strong understanding of the post-production process, interfacing efficiently with graphic artists and audio engineers. The candidate should be highly organized, and should be team focused.</p>	
<p align="center"><b>To Apply</b></p> <p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #189742 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #189742 -or- If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p> <p align="center">SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</p>	
<b>Posting Date:</b> April 22, 2015	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Program Producer	<b>Level:</b> 03
<b>Title Code No:</b> 60621	<b>Salary:</b> \$59,589/\$68,527 - \$82,508
<b>Business Title:</b> Senior Producer - Interagency Media	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> NYC Media / MOME	<b>Number of Positions:</b> 1
<b>Job ID:</b> 192466	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b> (New York City Residency required within 90 days of appointment)	
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<b>Minimum Qualification Requirements</b>	
<p>1. A baccalaureate degree from an accredited college with courses in radio/TV broadcasting, including production, direction and writing of programs; or</p> <p>2. A high school diploma or its educational equivalent and two years of experience in radio or TV broadcasting including writing, directing, producing and tape work; or</p> <p>3. A satisfactory equivalent, but all candidates must have a high school diploma or its educational equivalent.</p>	
<b>Preferred Skills</b>	
<p>The successful candidate should possess the following: Extensive prior experience in media production and project management; familiarity with intergovernmental processes, or at least a working knowledge of the public sector; proven ability to communicate effectively and professionally with various members of government; excellent communication skills; strong problem solving skills and an ability to think quickly on their feet; excellent written and verbal communications skills; basic accounting/financial skills with ability to use Excel, PowerPoint and Word; and prior experience managing project budgets.</p>	
<b>To Apply</b>	
<p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #192466 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #192466</p> <p style="text-align: center;">-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p> <p style="text-align: center;"><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> May 18, 2015	<b>Post Until:</b> Filled

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## Del Castillo, Anne

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**From:** Abramson, Stacey  
**Sent:** Friday, May 22, 2015 3:45 PM  
**Cc:** Cushman, Elissa Stein; Brooks, Ayana M.  
**Subject:** DoITT Job Opportunities  
**Attachments:** Director, IT Security Operations and Engineering.pdf; Manager, IT Security Operations and Engineering.pdf; PSAC Service Center Manager.pdf; Research Assistant.pdf; Contract Manager.pdf; MOME Field Representative.pdf; Senior Producer - Interagency Media.pdf; Production Manager.pdf; Programming Manager .pdf

Good afternoon!

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

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As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the Job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Harley or Aisha Sims for assistance.

Best regards,  
*Stacey*

---

Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
New York City Department of  
Information Technology & Telecommunications  
255 Greenwich Street, 9th Floor  
New York, NY 10007

212-788-6085 (phone)  
212-788-5951 (fax)  
[sabramson@dolt.nyc.gov](mailto:sabramson@dolt.nyc.gov)



**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Program Producer	<b>Level:</b> 03
<b>Title Code No:</b> 60621	<b>Salary:</b> \$59,5890/\$68,527 - \$82,508
<b>Business Title:</b> Programming Manager	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> NYC Media / MOME	<b>Number of Positions:</b> 1
<b>Job ID:</b> 192445	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b>	
<b>(New York City residency required within 90 days of appointment)</b>	
DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.	
The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.	
The successful candidate will serve as a Programming Manager reporting to NYC Media. Responsibilities will include: Supervise all submissions processes; aggressively seek content that helps develop the organization's goals; work with scheduling, delivery, legal and executive teams to execute proper acquisition of rights, tracking and distribution for all acquired programming; identify potential programming relationships and opportunities; maintain communication with all third party producers; provide the first level of content approval to ensure the standards and practices of organization in all in-house and outside productions; and perform special projects and initiatives as assigned.	
<b>Minimum Qualification Requirements</b>	
1. A baccalaureate degree from an accredited college with courses in radio/TV broadcasting, including production, direction and writing of programs; or	
2. A high school diploma or its educational equivalent and two years of experience in radio or TV broadcasting including writing, directing, producing and tape work; or	
3. A satisfactory equivalent, but all candidates must have a high school diploma or its educational equivalent.	
<b>Preferred Skills</b>	
The successful candidate should possess the following: Prior experience in programming development, producing shows or documentaries; experience working with scheduling departments in broadcast; experience with programming in public broadcasting realm; any additional experience in radio programming; excellent communication and presentation skills, strong people management skills, and a natural capacity to facilitate productive relationships with external partners; and the ability to pay meticulous attention to detail and be highly organized.	
<b>To Apply</b>	
For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #192445 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #192445	
-or-	
If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007	
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<b>Posting Date:</b> May 18, 2015	<b>Post Until:</b> Filled

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**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Program Producer	<b>Level:</b> 01
<b>Title Code No:</b> 60621	<b>Salary:</b> \$36,809/\$42,330 - \$50,000
<b>Business Title:</b> Segment Producer	<b>Work Location:</b> Manhattan, NY
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment	<b>Number of Positions:</b> 1
<b>Job ID:</b> 187840	<b>Hours/Shift:</b> Day - Due to the necessary technical support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b> <b>(New York City Residency required within 90 days of appointment)</b>	
<p>DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.</p> <p>The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.</p> <p>The successful candidate will serve as a Segment Producer reporting to the Mayor's Office of Media and Entertainment (MOME). Responsibilities will include: Work on long-form and short-form projects; write, research, and execute projects from concept, to script, to final production; work on projects using archival footage; manage relationships with inter-government agencies and local businesses; and perform special projects and initiatives as assigned.</p>	
<b>Minimum Qualification Requirements</b>	
<p>1. A baccalaureate degree from an accredited college with courses in radio/TV broadcasting, including production, direction and writing of programs; or</p> <p>2. A high school diploma or its educational equivalent and two years of experience in radio or TV broadcasting including writing, directing, producing and tape work; or</p> <p>3. A satisfactory equivalent, but all candidates must have a high school diploma or its educational equivalent.</p>	
<b>Preferred Skills</b>	
<p>The successful candidate should possess the following: Bachelor's degree; 5 years of past experience in television production, experience working on productions using archival footage; familiarity with DSLR cameras and the ability to shoot occasional background footage; familiarity with editing software Final Cut Pro and Premiere; familiarity with graphics software such as After Effects, Adobe Illustrator, Adobe Photoshop and Adobe Indesign; the ability to be a strong self-starter, highly organized and demonstrated ability to work in a team environment; the ability to handle multiple tasks under tight deadlines; second language literacy preferred.</p>	
<b>To Apply</b>	
<p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #187840 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #187840 -or- If you do not have access to a computer, please mail resume indicating Job ID #:  Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> March 24, 2015	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Program Producer	<b>Level:</b> 03
<b>Title Code No:</b> 60621	<b>Salary:</b> \$59,589/\$68,527 - \$75,000
<b>Business Title:</b> Production Manager	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> NYC Media / MOME	<b>Number of Positions:</b> 1
<b>Job ID:</b> 192431	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b>	
(New York City Residency required within 90 days of appointment)	
DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.	
The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.	
The successful candidate will serve as a Production Manager reporting to NYC Media. Responsibilities will include: Oversee the various in-house productions (both long-form and short-form) and any joint productions; implement highly effective production plans and workflow, while managing production schedules and timelines; supervise various project-based employees (including producers, editors and audio engineers) and oversee use of freelancers for in-house projects; analyzing and anticipating all production related concerns to ensure projects are on schedule and on budget; work with the EFP manager to ensure smooth workflow and scheduling; ensuring content standards and practices for each project; monitor and actualize production budgets to be approved to General Manager; coordinate with scheduling, traffic, graphic arts, ENG and marketing/communications departments for all necessary in-house workflow; and perform special projects and initiatives as needed.	
<b>Minimum Qualification Requirements</b>	
1. A baccalaureate degree from an accredited college with courses in radio/TV broadcasting, including production, direction and writing of programs; or	
2. A high school diploma or its educational equivalent and two years of experience in radio or TV broadcasting including writing, directing, producing and tape work; or	
3. A satisfactory equivalent, but all candidates must have a high school diploma or its educational equivalent.	
<b>Preferred Skills</b>	
The successful candidate should possess the following: 8+ years of strong production skills (line producing or production management experience); prior experience in budgeting, scheduling of productions; ability to manage a variety of projects and work with varying production styles; be highly organized, extremely detail-oriented, solid problem solving skills; work well in a team environment; have excellent written and oral communications skills; and must be proficient in Excel and Word.	
<b>To Apply</b>	
For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #192431 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #192431	
-or-	
If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007	
SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL	
<b>Posting Date:</b> May 18, 2015	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employer

**Del Castillo, Anne**

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**From:** Abramson, Stacey  
**Sent:** Thursday, July 02, 2015 2:40 PM  
**Cc:** Brooks, Ayana M.  
**Subject:** DoITT Job Opportunities  
**Attachments:** ECTP IT Business Analyst.pdf; Director, IT Security Operations and the Security Operation Center (SOC).pdf; Virtual Technologies Backup Engineer.pdf; Desktop Support Engineer.pdf; Service Desk Analyst .pdf; CRN Wireless Engineer.pdf; Data Integration Management Project Manager.pdf; IT Business Analyst.pdf; Senior Operations Analyst.pdf; Deputy Agency Chief Contracting Officer.pdf; Performance Data Associate.pdf; Associate Commissioner of Marketing and Communications.pdf

Good afternoon!

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

Attached are recently posted job vacancies available at DoITT. Please read them carefully and, if interested, determine if you are qualified for a particular position by reading the "Qualification Requirements" section on each job vacancy notice.

E-Hire is the enhanced automated process which allows city employees to search and apply for agency and citywide job opportunities via Employee Self Service (ESS). For existing City employees, the Job Search Tab will take you to NYCAPS Employee Self Service. Once there, click on Recruiting Activities > Careers tabs to see current open positions. For more information, please visit the NYC Jobs website at [www.nyc.gov/jobs](http://www.nyc.gov/jobs).

As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Harley or Aisha Sims for assistance.

Have a Happy 4<sup>th</sup> of July weekend!

Best regards,  
*Stacey*

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Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
New York City Department of  
Information Technology & Telecommunications  
255 Greenwich Street, 9th Floor  
New York, NY 10007

212-788-6085 (phone)  
212-788-5951 (fax)  
[sabramson@doitt.nyc.gov](mailto:sabramson@doitt.nyc.gov)

**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Administrative Public Information Specialist	<b>Level:</b> M3
<b>Title Code No:</b> 10033	<b>Salary:</b> \$63,519/\$68,500 - \$133,000
<b>Business Title:</b> Associate Commissioner of Marketing and Communications	<b>Work Location:</b> Manhattan, NY
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment (MOME)	<b>Number of Positions:</b> 1
<b>Job ID:</b> 197819	<b>Hours/Shift:</b> Day - Due to the necessary management duties of this position in a 24/7 operation, candidate may be required to be on call and/or work various shifts such as weekends and/or evenings.
<b>Job Description</b>	
(New York City Residency required within 90 days of appointment)	
<p>The Mayor's Office of Media &amp; Entertainment (MOME), is comprised of the Office of Film, Theatre and Broadcasting (OFTB) and NYC Media. The mission is to develop the City's diverse media functions and enhance government communications by making information more accessible to the public and to leverage technology to aid in transparency.</p> <p>The successful candidate will serve as an Associate Commissioner of Marketing and Communications reporting to the Mayor's Office of Media &amp; Entertainment (MOME). The Associate Commissioner of Marketing and Communications manages all marketing and promotional initiatives as well as communications strategy for MOME. Responsibilities will include: Oversee all Communications, Press and Marketing Strategies including press relations and coverage, marketing and promotions, website, tracking and response to official correspondences; ensure that the mission of MOME is communicated consistently internally and externally, illustrated in all press coverage, marketing material and promotional initiatives; manage the MOME Marketing and Communications team, including the Director of Communications and Director of Marketing. Work strategically with MOME Executive Team on identifying and implementing opportunities to promote and communicate MOME activities and accomplishments; develop and oversee co-branding strategies, planning, marketing and client coverage; keep up to date on and advise the Commissioner on media industry trends; manage all press coverage and correspondence with media and the industry (film, theatre, broadcasting and commercial productions); manage and develop all marketing and promotional initiatives including the MOFTB website, seminars, conferences, tours, industry meetings/summits and events; represent MOME at designated events, as assigned by Commissioner and Deputy Commissioners; actively pitch press stories; produce press events and set communications plans to include promoting industry summits, panels and other events; manage and build MOME's Entertainment Press Contacts to include industry, metro, feature and highlight coverage; identify and manage speaking engagements for Commissioner and Deputy Commissioner; craft speeches and letters for event journals; and manage special projects and initiatives as assigned. The position's responsibilities include commitment to and compliance with the City's EEO policy.</p>	
<b>Minimum Qualification Requirements</b>	
<p>1. A Baccalaureate degree from an accredited college with 24 credits in English, journalism or public relations, plus five (5) years of full-time paid experience in public relations, journalism or advertising, including two (2) years in an administrative, supervisory or consultative capacity; or</p> <p>2. A combination of education and/or experience which is equivalent to "1" above. Graduate study in English, journalism, or public relations may be substituted for up to one year of required experience. However, all candidates must have at least two (2) years of administrative, supervisory, or consultative experience in public relations, journalism or advertising.</p>	
<b>Preferred Skills</b>	
<p>The successful candidate should possess the following: Strong written and verbal communications skills, team player; self-starter; ability to manage multiple projects; work under tight deadlines; strong interpersonal skills; creative thinker with the ability to devise and implement ideas.</p>	
<b>To Apply</b>	
<p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #197819 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #197819</p> <p style="text-align: center;">-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> July 1, 2015	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

**City of New York**  
**Department of Information Technology and Telecommunications**  
**Job Posting Notice**

<b>Civil Service Title:</b> Business Promotion Coordinator	<b>Level:</b> 01
<b>Title Code No:</b> 60860	<b>Salary:</b> \$37,318/\$42,916 - \$60,000
<b>Business Title:</b> MOME Marketing/Communications Associate	<b>Work Location:</b> NY, NY
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment	<b>Number of Positions:</b> 1
<b>Job ID:</b> 183507	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.

**Job Description**

**(New York City Residency required within 90 days of appointment)**

DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.

The Mayor's Office of Media and Entertainment (MOME) is comprised of the Office of Film, Theatre and Broadcasting and NYC Media, with a mission to develop the City's diverse media functions and enhance government communications by making information more accessible to the public.

The successful candidate will serve as a Marketing/Communications Associate reporting to the Mayor's Office of Media & Entertainment (MOME). Responsibilities will include: Administer the "Made in NY" marketing credit program; analyze and traffick collateral materials from design through execution; liaise with studios, networks, NYC & Company and City Hall to obtain approvals; ensure materials meet all design, approval, print and delivery deadlines; work with internal design, legal, marketing and communications departments as well as with external agencies and partners on approvals; write promotional copy for MOME programs, collaterals, event invitations and website; write and copyedit official language from MOME press releases, advisories, statements, and letters; liaise with vendors to procure promotional product; assist with all elements of event management from planning through promotion and on-site execution for MOME events; and perform special projects and initiatives as assigned.

**Minimum Qualification Requirements**

1. A masters degree from an accredited college with a major in business administration, public administration, urban planning, economics, urban affairs, marketing research, finance, or political science;

-or-

2. A baccalaureate degree from an accredited college and one year of full-time satisfactory experience in one or more of the following:  
a. business development, retention, expansion and relocation or assisting businesses in accessing public and private services and programs including workforce development; or  
b. analysis of business records and documents to determine eligibility of businesses for programs and services; or  
c. economic, market or site research and analysis for business and neighborhood development; or  
d. facilitation and promotion of the film industry through the processing of various permits, marketing techniques and incentive programs;

-or-

3. An associate degree or 60 semester credits from an accredited college and three years of full-time satisfactory experience as described in 2 above;

-or-

4. A satisfactory combination of education and experience which is equivalent to 1, 2, or 3 above. However, all candidates must have least 60 semester credits from an accredited college or university.

**Preferred Skills**

The successful candidate should possess the following: Knowledge of New York City Press Corp, media outlets including traditional print media and digital outlets; knowledge of City government with at least 2+ years experience working in communications; proficiency in Microsoft Word, Excel and Powerpoint with a working knowledge of Photoshop; strong knowledge of digital media (Facebook, Twitter, foursquare, Tumblr); outstanding collaboration skills; strong written and verbal communication skills; excellent analytic, organization, presentation and facilitation skills; and the ability to handle multiple tasks under tight deadlines.

**To Apply**

For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #183507  
For all other applicants, please go to [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job ID #183507

-or-

If you do not have access to a computer, please mail resume indicating Job ID # to:  
Department of Information Technology and Telecommunications (DoITT)  
Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007

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<b>Posting Date:</b> February 6, 2015	<b>Post Until:</b> Filled
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**City of New York  
Department of Information Technology and Telecommunications  
Internal Job Posting Notice**

<b>Civil Service Title:</b> Administrative Staff Analyst (Non-Managerial)	<b>Level:</b>
<b>Title Code No:</b> 1002D	<b>Salary:</b> \$54,740/\$59,032 - \$110,000
<b>Business Title:</b> Director of Broadcast Operations	<b>Work Location:</b> New York, NY
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment (MOME)	<b>Number of Positions:</b> 1
<b>Job ID:</b> 228258	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b> (NYC Residency is required within 90 days of appointment)	
<p>DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.</p> <p>The Mayor's Office of Media &amp; Entertainment (MOME), is comprised of the Office of Film, Theatre and Broadcasting (OFTB) and NYC Media. The mission is to develop the City's diverse media functions and enhance government communications by making information more accessible to the public and to leverage technology to aid in transparency.</p> <p>The successful candidate will serve as a Director of Broadcast Operations reporting to the General Manager of NYC Media. Responsibilities will include: Supervise the program scheduling department, the asset "traffic" department, and oversee master control operations at the broadcast facility located offsite; provide day-to-day guidance and oversight of staff (e.g. scheduling, work assignments, consultation, etc.) to ensure timely and proper broadcast of live events and to ensure proper coordination with post production so that programs meet quality standards prior to broadcast and for broadcast; focus on streamlining the broadcast operations; work with the Director of Technical Operations, the Director of Facilities and Compliance, and the General Manager to ensure that all broadcast regulations and compliance measures are met by NYC Media in all aspect of the broadcast operations; responsible for recruiting and hiring staff as needed; work with departments of NYC Media to ensure that NYC Media content is properly distributed from NYC Media origination facilities, and oversee coordination from the programming offices and the Media room to the master control facilities; serve as a senior member of the programming team; create air schedules and maintain necessary relationships within the public broadcasting world; and handle special projects and initiatives as assigned.</p>	
<b>Minimum Qualification Requirements</b>	
<p>1. A master's degree from an accredited college in economics, finance, accounting, business or public administration, human resources management, management science, operations research, organizational behavior, industrial psychology, statistics, personnel administration, labor relations, psychology, sociology, human resources development, political science, urban studies or a closely related field, and two years of satisfactory full-time professional experience in one or a combination of the following: working with the budget of a large public or private concern in budget administration, accounting, economic or financial administration, or fiscal or economic research; in management or methods analysis, operations research, organizational research or program evaluation; in personnel or public administration, recruitment, position classification, personnel relations, employee benefits, staff development, employment program planning/administration, labor market research, economic planning, social services program planning/evaluation, or fiscal management; or in a related area. 18 months of this experience must have been in an executive, managerial, administrative or supervisory capacity. Supervision must have included supervising staff performing professional work in the areas described above;</p> <p>-or-</p> <p>2. A baccalaureate degree from an accredited college and four years of professional experience in the areas described in "1" above, including the 18 months of executive, managerial, administrative or supervisory experience, as described in "1" above.</p>	
<b>Preferred Skills</b>	
<p>The successful candidate should possess the following: A Bachelor's degree; 10+ years' experience in the broadcast production and broadcast operations environment; demonstrated, extensive experience and knowledge of broadcast operations (both television and radio) from the aspects of scheduling, traffic and master control operations; experience as a department manager or supervisor in an aspect of broadcast operations; working knowledge of FCC and CPB guidelines for broadcast; and Nielson and Arbitron ratings systems; past experience in a programming role for public television; knowledge of Microsoft Office Suite software, and AudioVault, Protrack, TracMedia, Pebblebeach, Powerpoint; ability to lift up to 50 pounds.</p>	
<b>To Apply</b> <b>For DoITT Employees Only</b>	
<p>Please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #228258</p> <p>-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW</b> <b>APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL.</b></p>	
<b>Posting Date:</b> January 13, 2016	<b>Post Until:</b> Filled

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**City of New York**  
**Department of Information Technology & Telecommunications**  
**Job Posting Notice**

<b>Civil Service Title:</b> Administrative Public Information Specialist	<b>Level:</b> M1
<b>Title Code No:</b> 10033	<b>Salary:</b> \$53,051/\$57,210 - \$85,000
<b>Business Title:</b> MOME Press Secretary	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment (MOME)	<b>Number of Positions:</b> 1
<b>Job ID:</b> 221886	<b>Hours/Shift:</b> Day - Due to the necessary management duties of this position in a 24/7 operation, candidate may be required to be on call and/or work various shifts such as weekends and/or evenings.
<b>Job Description</b> <b>(New York City Residency required within 90 days of appointment)</b> DoITT is responsible for modernizing, unlocking, and innovating to improve IT infrastructure and service delivery in New York City government. Modernizing by implementing state-of-the-art information technology to improve services to New Yorkers. Unlocking by making government more transparent and accountable to New Yorkers. Innovating by employing cutting-edge tools, methods, and relationships to empower New Yorkers.  The Mayor's Office of Media & Entertainment (MOME), is comprised of the Office of Film, Theatre and Broadcasting (OFTB) and NYC Media. The mission is to develop the City's diverse media functions and enhance government communications by making information more accessible to the public and to leverage technology to aid in transparency.  The successful candidate will serve as the Press Secretary reporting to the Associate Commissioner of Marketing and Communications at the Mayor's Office of Media & Entertainment (MOME). Responsibilities will include: Draft briefing documents, talking points, remarks, work with City Hall press and Mayor's speechwriters for mayoral press conferences; maintain and build press contacts; field press inquiries and perform research to assist the formulation of responses; pitch story ideas related to entertainment production in NYC and the Office's marketing efforts; write press releases and speeches to promote MOME services and initiatives; write and edit programming descriptions for Agency programs; write stories and create content for the website and MOME's other digital channels; produce press events; direct and manage all MOME social media networks; create social media campaigns; maintain database of MOME's press coverage; manage press and communications intern(s); prepare and send weekly press updates to City Hall press office; prepare and distribute daily news clips to MOME staff; maintain relevant stats about the film industry, PA training program, and other MOME initiatives; and manage special projects and initiatives as assigned.	
<b>Minimum Qualification Requirements</b>	
1. A baccalaureate degree from an accredited college with 24 credits in English, journalism or public relations, plus five (5) years of full-time paid experience in public relations, journalism or advertising, including two (2) years in an administrative, supervisory or consultative capacity; or 2. A combination of education and/or experience which is equivalent to "1" above. Graduate study in English, journalism, or public relations may be substituted for up to one year of required experience. However, all candidates must have at least two (2) years of administrative, supervisory, or consultative experience in public relations, journalism or advertising.	
<b>Preferred Skills</b>	
The preferred candidate should have the following: 5-10 years' experience fielding press inquiries, pitching story ideas and writing press releases; strong writing skills; social media expertise and ability to create social media campaigns; ability to manage multiple projects; team player; preferred candidate will have established network of press contacts.	
<b>To Apply</b>	
For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #221886 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #221886 -or- If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007	
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<b>Posting Date:</b>	<b>Post Until:</b> Filled

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**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Business Promotion Coordinator	<b>Level:</b> 01
<b>Title Code No:</b> 60860	<b>Salary:</b> \$38,251/\$43,989 - \$60,000
<b>Business Title:</b> Deputy Director of External Affairs	<b>Work Location:</b> Manhattan
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment	<b>Number of Positions:</b> 1
<b>Job ID:</b> 234406	<b>Hours/Shift:</b> Day - Due to the necessary technical management duties of this position in a 24/7 operation, candidate may be required to be on call and/or work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b>	
<b>(New York City Residency required within 90 days of appointment)</b>	
<p>The Mayor's Office of Media and Entertainment is comprised of two divisions: the Office of Film, Theatre, and Broadcasting, and NYC Media. The Office of Film, Theatre and Broadcasting serves as a one-stop shop for the entertainment industry and promotes New York City as a thriving center of creativity, issuing permits for productions filming on public property, and facilitating production throughout the five boroughs. NYC Media is the City's official broadcast network and media production group, with programming that informs, educates, and entertains New Yorkers about the City's diverse people, neighborhoods, services, attractions, and activities.</p> <p>The successful candidate will serve as a Deputy Director of External Affairs reporting to the Mayor's Office of Media &amp; Entertainment (MOME), Office of Film, Theatre and Broadcasting (OFTB) Division. Responsibilities will include: Execute the development and promotion of legislative plans and community initiatives in partnership with City and State-wide elected officials, advocates, and leaders; support the Director of External Affairs in research, outreach and with special projects; liaise with government agencies and elected officials representing New York City; work with senior staff across the agency to track industry metrics and maintain comprehensive knowledge database; coordinate, plan, schedule and confirm events for the participation of the MOME Commissioner; advance, represent, and staff Commissioner at key political, government, and advocacy events; source/develop/distribute/research any materials in preparation for meetings and afterwards as follow-up; conduct research as assigned; assist with preparation for speaking engagements and presentations, including conducting background research and preparing briefing materials; prepare and edit correspondence, reports, and presentations; make travel arrangements and manage travel reimbursements; manage special projects and initiatives as assigned.</p>	
<b>Minimum Qualification Requirements</b>	
<ol style="list-style-type: none"> <li>1. A masters degree from an accredited college with a major in business administration, public administration, urban planning, economics, urban affairs, marketing research, finance, or political science; or</li> <li>2. A baccalaureate degree from an accredited college and one year of full-time satisfactory experience in one or more of the following: <ol style="list-style-type: none"> <li>a. business development, retention, expansion and relocation or assisting businesses in accessing public and private services and programs including workforce development; or</li> <li>b. analysis of business records and documents to determine eligibility of businesses for programs and services; or</li> <li>c. economic, market or site research and analysis for business and neighborhood development; or</li> <li>d. facilitation and promotion of the film industry through the processing of various permits, marketing techniques and incentive programs;</li> </ol> </li> <li>or</li> <li>3. An associate degree or 60 semester credits from an accredited college and three years of full-time satisfactory experience as described in "2" above; or</li> <li>4. A satisfactory combination of education and experience which is equivalent to "1", "2", or "3" above. However, all candidates must have least 60 semester credits from an accredited college or university.</li> </ol>	
<b>Preferred Skills</b>	
<p>The preferred candidate should have the following: Strong organizational skills; strong communication and interpersonal skills; ability to work with a broad cross-section of clients, including senior media executives, production executives, public officials and general public; attention to detail and ability to handle multiple projects at one time; proficiency in Microsoft Word/Outlook/Excel/Access/PowerPoint; ability to work within a collaborative environment; creative thinker; pleasant phone manner and professional rapport with the general public.</p>	
<b>To Apply</b>	
<p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #234406 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #234406</p> <p align="center">-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> March 8, 2016	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Administrative Business Promotion Coordinator	<b>Level:</b> M3
<b>Title Code No:</b> 10009	<b>Salary:</b> \$65,107/\$70,213 - \$130,000
<b>Business Title:</b> Associate Commissioner, Media Strategy	<b>Work Location:</b> Manhattan, NY
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment (MOME)	<b>Number of Positions:</b> 1
<b>Job ID:</b> 240230	<b>Hours/Shift:</b> Due to the necessary management duties of this position in a 24/7 operation, candidate may be required to be on call and/or work various shifts such as weekends and/or nights/evenings.

**Job Description**

**(New York City Residency required within 90 days of appointment)**

The Mayor's Office of Media and Entertainment is comprised of two divisions: the Office of Film, Theatre, and Broadcasting, and NYC Media. The Office of Film, Theatre and Broadcasting serves as a one-stop shop for the entertainment industry and promotes New York City as a thriving center of creativity, issuing permits for productions filming on public property, and facilitating production throughout the five boroughs. NYC Media is the City's official broadcast network and media production group, with programming that informs, educates, and entertains New Yorkers about the City's diverse people, neighborhoods, services, attractions, and activities.

The successful candidate will serve as the Associate Commissioner of Media Strategy reporting to the Mayor's Office of Media & Entertainment (MOME). Responsibilities will include:

- In partnership with the senior leadership team and in coordination with the Associate Commissioner of Communications and Marketing, drive communications and marketing strategies and events for MOME;
- In conjunction with the Associate Commissioner of Communications, will serve as key liaison for MOME among industry press;
- Research and interpret industry trends and related information for use in the development of media strategies;
- Support the development and implementation of the annual marketing strategy, communications plan and brand management plan;
- Develop strategic partnerships with key influencers (internal and external), platforms and industry partners;
- Manage relationships with media partners, publicists and talent agents;
- Develop and pitch stories to industry press;
- Draft talking points, remarks and speeches for all industry events;
- Define and continuously evolve content strategy that supports and extends industry press initiative;
- Manage special projects and initiatives as assigned.

The position's responsibilities include commitment to and compliance with the City's EEO policy.

**Minimum Qualification Requirements**

1. A baccalaureate degree from an accredited college or university and five years of full-time paid experience acquired within the last fifteen years, of supervisory or administrative experience including handling of business promotion or urban economic problems, at least 2 years of which must have been in a managerial or executive capacity with primary focus on business promotion or urban economic planning;

or

2. A satisfactory equivalent combination of education and experience. However all candidates must have 2 years of managerial or executive experience as described in "1" above.

Appropriate graduate study in an accredited college or university may be substituted for the general experience on a year-for-year basis. All candidates must have a four-year high school diploma or its equivalent approved by a State's Department of Education or a recognized accrediting organization.

**Preferred Skills**

The preferred candidate should possess the following:

- 10+ years of leadership experience in media relations, with at least 5 years experience in media / entertainment industry;
- Deep knowledge of media industry dynamics;
- Hands-on experience leading strategy or other relevant projects;
- Experience creating and delivering executive-level presentations;
- Results driven and able to work in complex organizations;
- Excellent interpersonal, oral and written communication skills;
- Ability to think holistically about organizational needs; Demonstrated staff management and development capabilities;
- Excellent computer skills in Microsoft Office, including Word, Excel, and PowerPoint.

**To Apply**

For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #240230

For all other applicants, please go to [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job ID #240230

-or-

If you do not have access to a computer, please mail resume indicating Job ID # to:  
Department of Information Technology and Telecommunications (DoITT)  
Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007

**SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW  
APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL**

**Posting Date:** May 6, 2016

**Post Until:** Filled

## **Del Castillo, Anne**

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**From:** Abramson, Stacey  
**Sent:** Friday, July 01, 2016 4:41 PM  
**Subject:** DoITT Job Opportunities  
**Attachments:** Senior QA Analyst.pdf; Cybersecurity Training Program Manager.pdf; Dashboard Data Developer.pdf; Problem Manager.pdf; MOME Staff Attorney.pdf

Good afternoon!

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

Attached are recently posted job vacancies available at DoITT. Please read them carefully and, if interested, determine if you are qualified for a particular position by reading the "Qualification Requirements" section on each job vacancy notice.

When applying for these positions, please remember to check each civil service title you are applying for on the Department of Citywide Administrative Services (DCAS) website ([http://www.nyc.gov/html/dcas/html/work/exam\\_monthly.shtml](http://www.nyc.gov/html/dcas/html/work/exam_monthly.shtml)) for important exam filing information. For more information regarding the civil service process, please visit the DCAS website at: <http://www.nyc.gov/html/dcas/html/work/work.shtml>

E-Hire is the enhanced automated process which allows city employees to search and apply for agency and citywide job opportunities via Employee Self Service (ESS). For existing City employees, the Job Search Tab will take you to NYCAPS Employee Self Service. Once there, click on Recruiting Activities > Careers tabs to see current open positions. For more information, please visit the NYC Jobs website at [www.nyc.gov/jobs](http://www.nyc.gov/jobs).

As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Maldonado or Aisha Sims for assistance.

Have a safe and happy 4<sup>th</sup> of July weekend!

Best regards,  
*Stacey*

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Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
**New York City Department of  
Information Technology & Telecommunications**  
255 Greenwich Street, 9th Floor  
New York, NY 10007

212-788-6085 (phone)  
212-788-5951 (fax)  
[sabramson@doltt.nyc.gov](mailto:sabramson@doltt.nyc.gov)

**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Agency Attorney	<b>Level:</b> 01
<b>Title Code No:</b> 30087	<b>Salary:</b> \$57,005/\$65,556 - \$80,000
<b>Business Title:</b> MOME Staff Attorney	<b>Work Location:</b> Manhattan, NY
<b>Division/Work Unit:</b> Mayor's Office of Media & Entertainment (MOME)	<b>Number of Positions:</b> 1
<b>Job ID:</b> 243973	<b>Hours/Shift:</b> Day - Due to the necessary duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or evenings.
<b>Job Description</b> (New York City Residency required within 90 days of appointment)	
<p>The Mayor's Office of Media and Entertainment is comprised of two divisions: the Office of Film, Theatre, and Broadcasting, and NYC Media. The Office of Film, Theatre and Broadcasting serves as a one-stop shop for the entertainment industry and promotes New York City as a thriving center of creativity, issuing permits for productions filming on public property, and facilitating production throughout the five boroughs. NYC Media is the City's official broadcast network and media production group, with programming that informs, educates, and entertains New Yorkers about the City's diverse people, neighborhoods, services, attractions, and activities.</p> <p>The successful candidate will serve as a Staff Attorney reporting to the Mayor's Office of Media &amp; Entertainment (MOME). Responsibilities will include: Draft, negotiate and review all forms of contracts, including production agreements, service agreements, memoranda of understanding and third party agreements with vendors and partners; provide legal guidance on contracts, production guidelines, rights clearances, regulations and best practices to relevant internal and external clients; negotiate with outside parties, outside counsel, and vendors; work with General Counsel to insure compliance with regulatory requirements, contractual commitments and corporate policies; conduct legal research and prepare briefing memos; maintain contract files; work with and supervise legal interns.</p>	
<b>Minimum Qualification Requirements</b>	
<p>1. Admission to the New York State Bar; and either "2" or "3" below. -or- 2. One year of satisfactory United States legal experience subsequent to admission to any state bar; -or - 3. Six months of satisfactory service as an Agency Attorney Interne (30086).</p> <p>Incumbents must remain Members of the New York State Bar in good standing for the duration of this employment.</p> <p>To be assigned to Assignment Level (AL) II, candidates must have one year of experience at Assignment Level I or two years of comparable legal experience subsequent to admission to the bar, in the areas of law related to the assignment. To be assigned to AL III candidates must have two years of experience in Assignment Levels I and/or II or three years of comparable legal experience subsequent to admission to the bar, in the areas of law related to the assignment.</p>	
<b>Preferred Skills</b>	
<p>The successful candidate should possess the following: Excellent communication skills, both oral and written; excellent analytical and diplomatic skills; works well with others and enjoys team work; strong organizational skills and ability to prioritize workload and manage projects; and enjoys tackling novel issues and working strategically and innovatively to solve legal problems.</p>	
<b>To Apply</b>	
<p>For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #243973 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #243973 -or- If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL</b></p>	
<b>Posting Date:</b> June 29, 2016	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

## **Del Castillo, Anne**

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**From:** Abramson, Stacey  
**Sent:** Friday, August 26, 2016 4:24 PM  
**Subject:** DoITT Job Opportunities  
**Attachments:** Application Support Specialist.pdf; Application Support Reporting Specialist.pdf; Integration Developer.pdf; Data Coordinator.pdf; Junior Portal Engineer.pdf; Director of Mainframe Operations.pdf; Senior Internetworking Specialist.pdf; Senior Network Client Support Representative.pdf; Systems Engineer.pdf; Desktop Design Engineer.pdf; Database Administration Manager.pdf; Migration Technical Lead.pdf; Digital and Social Media Associate.pdf; MOME Executive Administrator.pdf

Good afternoon!

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

Attached are recently posted job vacancies available at DoITT. Please read them carefully and, if interested, determine if you are qualified for a particular position by reading the "Qualification Requirements" section on each job vacancy notice.

When applying for these positions, please remember to check each civil service title you are applying for on the Department of Citywide Administrative Services (DCAS) website ([http://www.nyc.gov/html/dcas/html/work/exam\\_monthly.shtml](http://www.nyc.gov/html/dcas/html/work/exam_monthly.shtml)) for important exam filing information. For more information regarding the civil service process, please visit the DCAS website at: <http://www.nyc.gov/html/dcas/html/work/work.shtml>

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As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Maldonado or Aisha Sims for assistance.

Best regards,  
*Stacey*

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Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
New York City Department of  
Information Technology & Telecommunications  
255 Greenwich Street, 9th Floor  
New York, NY 10007

**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Community Coordinator	<b>Level:</b>
<b>Title Code No:</b> 56058	<b>Salary:</b> \$48,895/\$56,229 - \$65,000
<b>Business Title:</b> MOME Executive Administrator	<b>Work Location:</b> New York, NY
<b>Division/Work Unit:</b> Mayor's Office of Media and Entertainment (MOME)	<b>Number of Positions:</b> 1
<b>Job ID:</b> 248125	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.
<b>Job Description</b> <b>(New York City Residency required within 90 days of appointment)</b>	
<p>The Mayor's Office of Media and Entertainment is comprised of two divisions: the Office of Film, Theatre, and Broadcasting, and NYC Media. The Office of Film, Theatre and Broadcasting serves as a one-stop shop for the entertainment industry and promotes New York City as a thriving center of creativity, issuing permits for productions filming on public property, and facilitating production throughout the five boroughs. NYC Media is the City's official broadcast network and media production group, with programming that informs, educates, and entertains New Yorkers about the City's diverse people, neighborhoods, services, attractions, and activities.</p> <p>NYC Media is hiring an Executive Administrator to provide administrative support to the General Manager (GM) of the organization which provides information to NYC regarding community related programs and services. The Executive Administrator will manage a range of administrative and logistical support services for the GM including document presentation, scheduling, managing administrative process, facilitating fast and efficient communication, arranging meetings/conference room reservations, preparing reports and tracking departmental expenses, ensuring continued, quality service to the NYC community.</p> <p>The primary functions are:</p> <ul style="list-style-type: none"> <li>• Oversee calendar management to coordinate community related functions, requiring interaction with both internal and external points of contact;</li> <li>• Coordinate and prepare agendas, materials, and presentations for meetings regarding broadcast development for community related services;</li> <li>• Provide administrative support for community outreach projects which may include research, preparing evaluation reports, compiling data, etc;</li> <li>• Provide proactive, timely and highly quality engagement with key stakeholders, team members, and executives;</li> <li>• Schedule all external and internal appointments, providing accurate follow up and communications as needed;</li> <li>• Coordinate efforts and oversee office administrative activities, providing supervision, technical assistance and training to other office administrative staff in an office manager role.</li> </ul>	
<b>Minimum Qualification Requirements</b>	
<p>1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above;</p> <p>or</p> <p>2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above;</p> <p>or</p> <p>3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.</p>	
<b>Preferred Skills</b>	
<p>The preferred candidate should possess the following:</p> <ul style="list-style-type: none"> <li>• At least 5-10 years experience in a professional services environment;</li> <li>• Strong verbal and organizational skills; exceptional attention to detail;</li> <li>• Previous experience tracking and managing expenses;</li> <li>• Mature judgment, with previous exposure to senior executives or public officials;</li> <li>• Proficient in Office Suite (Outlook, Word, Excel, Powerpoint).</li> </ul>	
<b>To Apply</b>	
<p>For City employees, please go to Employee Self Service (ESS), click on Recruiting Activities &gt; Careers, and search for Job ID #248125 For all other applicants, please go to <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for Job ID #248125</p> <p style="text-align: center;">-or-</p> <p>If you do not have access to a computer, please mail resume indicating Job ID # to: Department of Information Technology and Telecommunications (DoITT) Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007</p>	
<p><b>SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW APPOINTMENTS ARE SUBJECT TO OVERSIGHT</b></p>	
<b>Posting Date:</b> August 19, 2016	<b>Post Until:</b> Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

## Del Castillo, Anne

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**From:** Abramson, Stacey  
**Sent:** Friday, August 12, 2016 2:58 PM  
**Subject:** DoITT Job Opportunities  
**Attachments:** VMWare-Citrix Support Engineer - Night Shift Supervisor.pdf; VMWare-Citrix Support Engineer – Night Shift.pdf; SQL-Oracle Database Administrator.pdf; Monitoring Engineer.pdf; Senior Analytics Developer.pdf; Solutions Developer.pdf; Purchasing Analyst.pdf; Senior Capital Budget Data Associate.pdf; Java Developer.pdf; Master Control Operator.pdf; Broadcast Camera and Lighting Operator.pdf

Good afternoon!

DoITT supports an environment that values the pursuit of career mobility and encourages employees who express an interest, and have the qualifications, to pursue appropriate vacancies to foster their career development.

Attached are recently posted job vacancies available at DoITT. Please read them carefully and, if interested, determine if you are qualified for a particular position by reading the "Qualification Requirements" section on each job vacancy notice.

When applying for these positions, please remember to check each civil service title you are applying for on the Department of Citywide Administrative Services (DCAS) website ([http://www.nyc.gov/html/dcas/html/work/exam\\_monthly.shtml](http://www.nyc.gov/html/dcas/html/work/exam_monthly.shtml)) for important exam filing information. For more information regarding the civil service process, please visit the DCAS website at: <http://www.nyc.gov/html/dcas/html/work/work.shtml>

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As a reminder, although these notices are sent out regularly, employees should check ESS which is updated every day with new job postings.

The Human Resources Division is committed to helping you reach your professional goals. If you have questions about the minimum requirements stated on the job posting or concerns about how this position impacts your civil service career track, please reach out to Shirley Maldonado or Aisha Sims for assistance.

Best regards,  
*Stacey*

---

Stacey Abramson  
Director of Recruitment, Civil Service Administration and Classification  
Human Resources  
New York City Department of  
Information Technology & Telecommunications  
255 Greenwich Street, 9th Floor  
New York, NY 10007

212-788-6085 (phone)

**City of New York  
Department of Information Technology and Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Radio and TV Operator	<b>Level:</b> 02
<b>Title Code No:</b> 90411	<b>Salary:</b> \$38,743/\$44,555 - \$45,000
<b>Business Title:</b> Master Control Operator	<b>Work Location:</b> New York, NY
<b>Division/Work Unit:</b> NYC Media/MOME	<b>Number of Positions:</b> 1
<b>Job ID:</b> 248215	<b>Hours/Shift:</b> Day - Due to the necessary support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.

**Job Description**

**(NYC Residency is required within 90 days of appointment)**

The Mayor's Office of Media and Entertainment is comprised of two divisions: the Office of Film, Theatre, and Broadcasting, and NYC Media. The Office of Film, Theatre and Broadcasting serves as a one-stop shop for the entertainment industry and promotes New York City as a thriving center of creativity, issuing permits for productions filming on public property, and facilitating production throughout the five boroughs.

NYC Media is the City's official broadcast network and media production group, with programming that informs, educates, and entertains New Yorkers about the City's diverse people, neighborhoods, services, attractions, and activities. NYC Media is hiring a full-time Master Control Operator responsible for the coordination and integration of computerized traffic scheduling systems, server systems and record scheduling systems in order to record and play out broadcast programming. The full coordination and integration of the master control system is part of the responsibility of the operator.

The successful candidate will serve as a Master Control Operator reporting to the Director of Broadcast Operations. Responsibilities will include:

- Operates control board for studios and remote programming;
- Regulates program timing, operates syndicated programming, and plays breaks;
- Monitors the technical quality and accuracy of incoming and outgoing on-air programming from master control room;
- Protects station's license by censoring live programs and deleting words/phrases not permitted on air
- Executes playlists for server, tape, or simulcast programming, thru databases of file-based programming to ensure that the proper programming is available for broadcast as scheduled;
- Assists with adjusting signal and programming content to ensure transmission meets federally mandated broadcast standards. - Processes time-out programming for accurate play back;
- Checks master control equipment for proper functioning and notifies Engineering of technical malfunctions affecting quality of the broadcast;
- Handles emergency inserts (crawls, alert system tests, etc.) and the integration of character generators and other associated elements into the program stream.

**Minimum Qualification Requirements**

Six months of full-time satisfactory experience as a radio operator, broadcast technician, repairperson or mechanic in the field of radio, television or two-way communications or broadcast trainee in a broadcasting station or performing closely related work.

**License Requirement**

A Motor Vehicle license valid in the State of New York may be required for some assignments. This license must be maintained for the duration of the assignment.

**Special Note:**

To be assigned to Assignment Level III the candidate must have, in addition to the requirements listed above, three years of satisfactory full-time experience as a broadcast technician (radio and/or television) which may include experience as a broadcast trainee in a broadcasting station.

**Preferred Skills**

The preferred candidate should possess the following:

- Time management and attention to detail;
- Ability to work without close supervision;
- Functions well in a fast-paced environment with tight timeframes and multiple demands;
- Works well in a team environment.

**To Apply**

For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #248215

For all other applicants, please go to [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job ID #248215

-or-

If you do not have access to a computer, please mail resume indicating Job ID # to:

Department of Information Technology and Telecommunications (DoITT)

Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007

SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW  
APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL

<b>Posting Date:</b> August 11, 2016	<b>Post Until:</b> Filled
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The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.

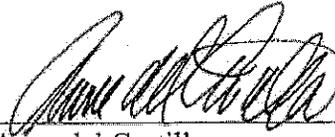


## DECLARATION

I, Anne del Castillo, under penalty of perjury, hereby declare that the following is true and correct. I understand that this declaration will be submitted to the Federal Communications Commission.

1. I am Chief Operating Officer / General Counsel of the City of New York Mayor's Office of Media and Entertainment, a division of the New York City Department of Information Technology and Telecommunications, licensee of broadcast stations WNYE-TV, Facility ID No. 6048, and WNYE(FM), Facility ID No. 3539. I have held this position since October 14, 2015.

2. To the best of my information, knowledge, and belief, during the time period covered by the EEO Audit it was the policy and practice of the Station Employment Unit to notify the New York City Department of City Administrative Services ("DCAS") of job vacancies, in accordance with the policy of the City of New York as set forth in the City of New York Personnel Services Bulletin 200-9 ("Bulletin"), a copy of which is attached to this Declaration. The Bulletin describes the process by which agencies of the City of New York are to distribute notifications of job openings. Copies of job notifications provided to DCAS are included in the audit response, as are confirmations that the notifications were distributed in accordance with the City of New York's policy.



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Anne del Castillo  
Chief Operating Officer/General Counsel  
The City of New York  
Mayor's Office of Media and Entertainment

March 28, 2017

## PERSONNEL SERVICES BULLETINS (PSBs)

**200-9**

**Subject:** Posting of Vacant Positions

**Supersedes:** Personnel Policy and Procedure No. 561-83

**Date:** June 30, 1998

### **Policy and Procedure**

When an agency decides to fill a vacant position and has received authorization to fill it, the following procedure will apply:

1. The agency determines if a civil service eligible list exists for the requested title.
2. If no eligible list exists and the agency decides to fill from within, the agency should post a Vacancy Notice within the agency for a period of ten (10) working days.
3. Concurrently, the agency may submit a Vacancy Notice to the Department of Citywide Administrative Services (DCAS) Redeployment Services.
4. If Redeployment Services determines that the position cannot be filled through redeployment of excess staff from another agency in the requested title or similar title, it will authorize the agency to post the vacancy Citywide. Use the attached sample Vacancy Notice format for distribution of the posting to City agencies, and send a copy of the Vacancy Notice to Redeployment Services. **If an open competitive eligible list exists for the requested title, posting must indicate that only permanent competitive employees in that title may apply.**
5. The date for posting should begin no later than three (3) working days after the Vacancy Notice is distributed to agencies.
6. City agencies should post such Citywide Vacancy Notices prominently within each agency for a period of ten (10) working days.
7. Upon filling the vacancy, the agency must complete and return the Citywide Posting Disposition form to Redeployment Services (copy attached).

William J. Diamond  
Commissioner

**Inquiries:** Redeployment Services (212) 232-1006

**Issue No.** 4-98



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## Information Technology & Telecommunications

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# Careers

New York City has hundreds of complex urban challenges that require your top-notch skills and innovative solutions. By working at DoITT, you have the change to make a tangible impact on the lives of 8.4 million New Yorkers who will use the services that you design and build.

[See Available Positions](#)

## How to Apply for a Position at DoITT

Submit your resume via NYC Careers: NYC Careers is the City of New York's official government jobs site where you can obtain general career information and view and apply to specific jobs and/or civil service exams.

- For Non-City/External Candidates: Visit the External Applicant NYC Careers site to view and apply for available positions.
- For Current City Employees: Visit Employee Self-Service (ESS) to view and apply for available positions. Click on Recruiting Activities > Careers, and search for the specific Job ID #.

## Additional Information:

- Please submit resumes for posted positions only.
- Submission of a resume is not a guarantee that you will receive an interview.
- Only those individuals whose experience and skills best meet the requirements of the position may be contacted.
- Learn about DoITT's commitment to achieving and maintaining workforce diversity.

**The City of New York is an Equal Opportunity Employer.**

## Available Positions

Browse job postings below for positions that are open right now:

### Business Solutions Delivery

**Chief of Staff**

**Cybersecurity**

**Diversity & EEO**

**Enterprise & Solution Architecture**

**Financial Management and Administration**

**Office of the First Deputy Commissioner**

**General Counsel**

**Human Resources**

**Internship**

**IT Services**

**Telecommunications Planning**

**Wireless**

**Mayor's Office of Data Analytics (MODA)**

**Mayor's Office of Media and Entertainment (MOME)**

**Mayor's Office**

**Office of the Chief Technology Officer (CTO)**

**Service Management**



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**CITYWIDE JOB VACANCY NOTICE**

Civil Service Title: \_\_\_\_\_ Level: \_\_\_\_\_  
Title Code No.: \_\_\_\_\_ Salary Range: \_\_\_\_\_

Office Title: \_\_\_\_\_  
Division/Work Unit: \_\_\_\_\_ Work Location: \_\_\_\_\_  
Hours/Shift: \_\_\_\_\_ Number of Positions: \_\_\_\_\_

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**JOB DESCRIPTION**

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**QUALIFICATION REQUIREMENTS**

[If civil service list exists, indicate:

- Eligibility open to permanent competitive or reachable list eligible in title only.]

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**PREFERRED SKILLS**

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**TO APPLY, PLEASE SUBMIT RESUME TO:**

Name  
Title  
Mailing Address  
E-Mail Address

<b>POSTING DATE:</b>	<b>POST UNTIL:</b>	<b>JVN: _____ / _____ / _____</b> (Agency Code/Fiscal Year/Number)
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**- AN EQUAL OPPORTUNITY EMPLOYER -**



Attachment C

(Documentation of Unit Recruitment Initiatives)



JOB SEARCH CENTRAL

## NYC DoITT Career Fair on October 14

by Magdalene Chan, Science, Industry and Business Library (SIBL)

October 5, 2015

The New York City Department of Information Technology & Telecommunications (DoITT) provides the foundation for NYC's Innovation economy, DoITT is responsible for:

- Modernizing government technology
- Increasing digital literacy opportunities for New Yorkers
- Facilitating a more transparent and open government
- Creating innovative partnerships with today's leaders in technology to improve IT infrastructure, service delivery, and civic engagement across the five boroughs



DoITT will host an IT Career Fair on October 14, with over 150 positions available! Participants will have a chance to interview directly with hiring managers, learn more about what it's like to work at DoITT, and get more information about the City's excellent comprehensive benefits packages. [Learn how to apply for a position at DoITT and view openings available.](#)

The fair will be held at The Prince George Ballroom in New York City, located at [15 East 27th Street](#), between 5th and Madison Avenues, from 11 am to 6:30 pm.

Admission is free; photo ID is required for building entry. [Sign up](#) to receive email reminders as the date of the fair approaches.

### Meet with hiring managers from:

- Application Development
- Application Support
- IT Infrastructure
- IT Operations
- IT Security
- IT Service Management
- Project Services
- Quality Assurance
- Wireless Technologies
- Emergency Communications Transformation Program
- And more!

### Helpful hints:

- Do your research about the organization and which positions you're interested in prior to the Career Fair
- Review the job responsibilities, preferred skills and qualification requirements for the jobs that interest you
- Create a professional résumé featuring your skills, accomplishments, strengths, and tech experience and knowledge
- Bring a photo ID for building entry and multiple copies of your résumé
- Be prepared to speak about pertinent knowledge and accomplishments
- Dress to make a positive first impression

### There's More to DoITT...

- DoITT serves a vast network of 120 agencies, boards, and offices, more than 8,000,000 residents, 300,000 employees, and 230,000 businesses every day-and approximately 50 million visitors each year.
- New York City has excellent benefits packages, with comprehensive health care available at little to no cost to employees! Visit [NYC Office of Labor Relations](#) for more information.

2/28/2017

## NYC DoITT Career Fair on October 14 | The New York Public Library

- Each job posting has a "civil service title" listed, which may have an exam filing period in the coming months. You are strongly encouraged to file for and take the examination to afford yourself an opportunity to be considered for a permanent position. For more information about the civil service exam schedule and process, visit [NYC Citywide Administrative Services Current and Upcoming Exams](#).

[View all posts by Magdalene Chan](#)

### COMMENTS

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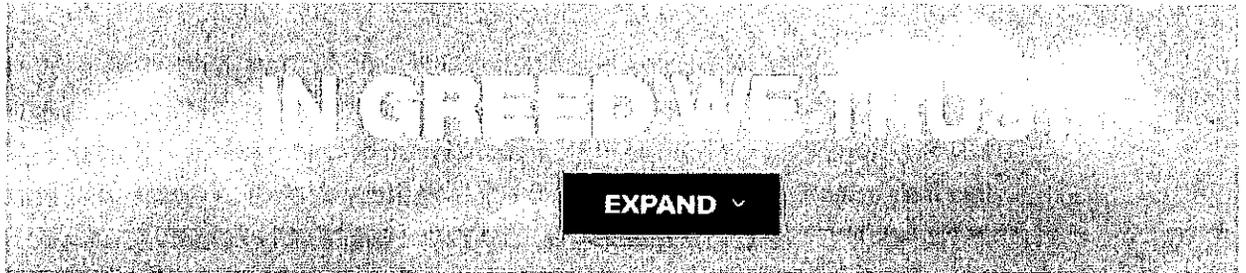
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## Announces Fellows for NYFF53 Artist Academy

*Announces Fellows for NYFF53 Artist Academy*

by **Ray A. Obenson**  
September 29, 2015 5:01 pm



...ons to the 26 filmmakers who have been selected by The Film Society of Lincoln Center as NYFF (New York Film Festival) Artist Academy, which offers an immersive and creative program for up-and-coming and established filmmakers from diverse backgrounds.

...ize some of their names like Nijla Mu'min (who has been a contributor to this blog for the past few years), as well as Chinonye Chukwu, Rashaad Ernesto Green, Reinaldo Marcus Green, Nia DaCosta, and others.

...ill take part in a private two-day program that features talks and case studies designed to nurture filmmakers' artistic instincts and encourage collaboration.



entors include theater, opera, and film director Julie Taymor; independent film producer and co-founder Christine Vachon (Carol); producer, writer, and former Focus Features head of production; director, producer and NYFF53 Filmmaker in Residence Athina Rachel Tsangari (The Last Days of Tomorrow); producer Diana Williams (Lucasfilm Story Group); creators of Sherlock Holmes & the Devil (NYFF53 Convergence), Lance Weiler and Nick Fortugno; producer and Chief Executive Officer of CAMPFIRE Mike Monello; artist Prune Nourry; Luis Castro (Mayor's Office of Media and Communications); and more.

mentors have included Paul Schrader, Fernando Eimbcke, Nico Muhly, Joe Brewster, Michele D'Amico, Ed Lachman, Ira Deutchman, Nicole Emmanuele, Sir Richard Eyre, David Tedeschi, and the late John Cazale.

filmmakers selected (and their latest projects) for the NYFF53 Artist Academy:

## Akinyemi

Akinyemi is a writer/director/producer with a passion for daring stories. Her films have taken her to five continents—Africa, Europe, and the Americas. A two-time New York Foundation for the Arts Princess Grace Honorarium winner, Akinyemi is currently developing an epic feature film, *Thunder* (People Under the Influence of the God of Thunder).

## Bardsley

### World

Bardsley's films have screened internationally at festivals such as RIDM, CPH:DOX, Visions du Réel, EMMAF, Kasseler Dokfest, Flaherty NYC, and more. She is the recipient of a Princess Grace Award, a Grand Prix at 25 FPS, a Best Short Film award at Punto de Vista, and the Eileen Maitland Award at Ann Arbor Film Festival. Bardsley is a PhD student in Film and Visual Studies at Harvard University.

## Chukwu

Chukwu is Assistant Professor of Motion Pictures at Wright State University. She is a recipient of the Princess Grace Award and Princeton Hodder Fellowship. Her debut feature, *Blackbird*, and her most recent short, *A Long Walk*, have both screened globally at festivals and other venues. Chukwu is developing her next feature film.

Chen is a writer-director based in New York City. She has written and directed projects for the stage, television, and new-media platforms, including the playlet *Kingdom Come* at the Leicester Square Theatre in London, the game show *Sagmeister x Walsh for Adobe* (Behance), and the documentary *Shark* (Amazon).



rote and directed his first feature, *The Confabulators*, in 2013. Recently, he made a short *Waking Eyes*. In addition to working on his own films, Dunn has recorded sound for many including the films of Ted Fendt (*Going Out*), Dustin Guy Defa (*Person to Person*), and *Her* (Hermia & Helena).

ie

a director, cinematographer, and photographer whose latest feature documentary, *Above* *and Beyond*, premiered at SXSW in 2014, and had its international premiere at Hot Docs. His first feature *My Mississippi Chicken*, was nominated for a Gotham Award. He recently shot the 2014 SXSW selection, *No No: A Documentary*.

erg

ight

erg is a sometime director of photography and editor. Among his most recent credits are the *Useful Brothers*, *Stinking Heaven*, *Hernia*, *Person to Person*, and *Tired Moonlight*.

/

ied in NYC, Sonya Goddy is a graduate of Columbia University's MFA film program. She was the winner of the Adrienne Shelly Best Female Director Award for her short *Sundae* and received the Award for Excellence in Screenwriting. Previous shorts have played at BAMcinemaFest, *Film Festival*, and *Palm Springs Shortfest*—and have been distributed by *Shorts International*. She wrote and co-produced *The Young Housefly* starring Alex Karpovsky, which was made for under \$10,000 and nominated for a Student Academy Award. She is currently in pre-production on her first feature film, *Her*, in New York.

esto Green

|

of NYU's Film Program, New York native Rashaad Ernesto Green's thesis and first feature *11/27*, premiered at the 2011 Sundance Film Festival and opened theatrically in 26 cities. Most recently, Green wrote a pilot for a spec HBO series and directed episodes of NBC's *Law & Order: Special Victims Unit* and *W's Supernatural* for Warner Bros. TV.

rcus Green

rcus Green is a writer, director, and producer based in New York City. His films have premiered at prestigious film festivals around the world, including Cannes, Sundance, Telluride, Tribeca, and SXSW. Most recently, Green joined the producing faculty at NYU's Tisch Graduate Film School and was named *IndieWire*'s "New Face of Independent Film" this year as one of *Filmmaker* magazine's "25 New Faces of Independent Film."

ewitz



as being extraordinarily touching and quietly hilarious. Most recently, he edited the film  
ven and was the lead in the short Hernia.

h

h is a filmmaker and playwright based in New York. His short film *Actresses* premiered at the  
nce Film Festival and went on to play SXSW, BAMcinemaFest, and many more. His  
ite thesis film, *NATIVES*, premiered at SXSW in 2013.

l

l co-developed and produced the critically acclaimed comic drama *The Mend*, directed by  
r and starring Josh Lucas. She is a graduate of Columbia University's MFA film program. Her  
an was an official selection of the Sundance Film Festival, Cannes Directors' Fortnight, and  
rs/New Films. She attended the Sundance Institute Screenwriters and Directors Labs with  
arlotte XVI. Other projects being developed with collaborator John Magary include *Breezin'*

l

rmann

o Kill

rmann created the Web series *F TO 7TH*, starring Amy Sedaris, Michael Showalter, and Gaby  
he is one of *Out* magazine's "100 People of the Year" and *Filmmaker* magazine's "25 Faces of  
: Film." Her work has been selected for the Tribeca All Access Program and IFP's Emerging  
ab. Ingrid is an alumna of NYU Graduate Film.

l

o in Dallas, Texas, and attended Columbia University's graduate film program. His critically  
st feature, *The Mend*, premiered at SXSW and is now in release. He is currently developing a  
ects with collaborator Myna Joseph, including *Breezin'*, a comedy set on a cruise ship, and  
sychological thriller with actress Mickey Sumner. John has written and directed several short  
otably *The Second Line* (Sundance 2008). His related feature script, *Go Down, Antoinette*,  
h the Sundance Directors and Screenwriters Labs.

ide

y – *The Truth About Lies*

ide has been producing films for over a decade. *(DIS)Honesty – The Truth About Lies* marks  
al debut. Melamede's producing credits include the recently Emmy-nominated film *When I  
13* Academy Award winner for Best Documentary Short, *Inocente*; *Desert Runners* (2013);  
aws with *Hideous Men* (2009); and the Oscar-nominated film *My Architect* (2003).

na

o-director of one feature, *For the Plasma*, that has shown in several film festivals. He lives in



is a writer and filmmaker from the East Bay Area. Her short films have screened at festivals country. She is the recipient of the 2012 Princess Grace Award for her film, *Deluge* and wasriters selected for the 2014 Sundance Institute Screenwriters Intensive. She was the winner nplay at the 2014 Urbanworld Film Festival for her feature script *Noor*.

cel  
gain

cel is a NY-based filmmaker who has produced and photographed theatrical documentaries y *Bartender* (SXSW), *Making the Boys* (Berlinale), *Drunk Stoned Brilliant Dead* (Sundance), o *Real*. He wrote, produced, and directed his first narrative feature, *Christmas, Again*, which : Sundance Film Festival, Locarno, and New Directors/New Films.

n  
ng

n is a Brooklyn-based actor, filmmaker, and musician. His acting credits include *Somebody es Me*, *Listen Up Philip*, *Queen of Earth*, *Hellaware*, *Stinking Heaven*, and *Bad at Dancing* l. He has also worked once or twice as a DIT, Casting Associate, PA, Sound Mixer (*Hernia*, Key Grip, *Best Boy Electric*, Songwriter, and Extra.

vic  
Borders

vic spent her early years in Yugoslavia and Cyprus before settling in NYC. Her films have Rotterdam, SXSW, MoMA, and *The New York Times' Op-Docs*. She is the recipient of the rheim Fellowship and was named one of *Filmmakermagazine's* "25 New Faces of : Film." Radivojevic's debut documentary, *Evaporating Borders*, has received numerous dwide.

an artist and filmmaker based in New York and is originally from Colorado. He is primarily expanded forms of documentary cinema. His films have screened internationally in festivals ms such as *Doc Lisboa*, *Curtas Vila do Conde*, *Rencontres Internationales: 'Madrid*, and the Slovenian Cinematheque. Soroka received an MS in Art, Culture and it MIT, a BFA/BA in film studies from the University of Colorado, and studied nonfiction .MU, Prague. In 2009, he was awarded a Princess Grace fellowship, and in 2012 he was a search Fellow in Slovenia.

nd

nd is an award-winning filmmaker and visual artist. He has written and directed numerous ng *The Archive*. His short, *The Strange Case of Balthazar Hyppolite*, won the Gold Medal in Academy Awards. He is currently shooting a documentary on the writer Lafcadio Hearn.



is a Cleveland-raised, NYC-based filmmaker, visual essayist, critic, and video archivist at institutions. She is the director of the feature films *Traveling Light* (2011) and *Here's to the 40s* (2014), and in the past year opened a new video installation for her piece *Silk Tatters* (2015). In addition, she has edited comprehensive anthologies on William A. Wellman, Allan Dwan, and Tony

ach

## One Fifty-Six

ach is an experimental filmmaker. He lives in a house next to an abandoned village with his partner, and three cats. He is the recipient of a Cary Grant Film Award from the Princess Grace USA, a Mary L. Nohl Fellowship for Emerging Artists from the Greater Milwaukee Foundation, and a LEF Fellowship from the Robert Flaherty Film Seminar. His 16mm films and digital works have been shown in film festivals, micro-cinemas, and galleries worldwide.

ry

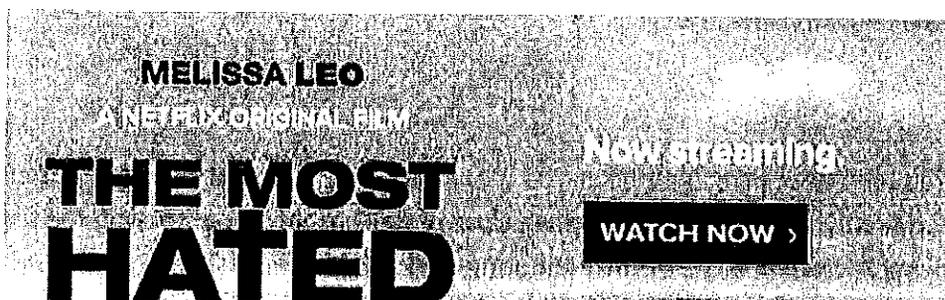
ry's films have shown in over 100 venues worldwide and have won numerous awards, including a Student Emmy Award and a Princess Grace. Zawahry also collaborated with the nonprofit Islamic Scholarship Fund to create the first-ever American Muslim grant launched in 2014. Her latest film she produced with Sundance alum Adam Bowers, will premiere at the 2015 Austin Film

**WHAT IS RELATED TO:** News and tagged NYFF 15

Content by IndieWire

## Screenwriter Eric Heisserer on the Unfilmable Story

the screen journey of a modern sci-fi classic, in the hands of the screenwriter that helped unpack an unsolvable mystery.



# THE MAYOR'S OFFICE OF MEDIA AND ENTERTAINMENT



OCTOBER 2015 UPDATES



## NEW STUDY ON ENTERTAINMENT INDUSTRY: INCREASED GROWTH BRINGS \$8.7 BILLION INTO LOCAL ECONOMY



Image courtesy of Flickr Creative Commons User gilly youner. [License](#).

New York City's filmed entertainment industry now contributes \$8.7 billion to the local economy, an increase of more than 1.5 billion, or 21 percent, since 2011. According to the independent report conducted by the Boston Consulting Group, the recent growth in TV production is driven by the proliferation of networks, including digital and cable, commissioning scripted content. [Read More](#)

## NEW POST-PRODUCTION PROGRAM ANNOUNCED

Last week the Mayor's Office of Media and Entertainment, along with the NYC Department of Small Business Services, announced the new Post Production Pathways Program. Post-production in film and television has grown in New York City over the last few years. MOME will be working with award-winning editors and post-production companies to support post-production education, training, and more job opportunities for New Yorkers. [Read More](#)

## CONGRATULATIONS TO THE NEWEST CROP OF PA GRADUATES!

The "Made in NY" Production Assistant Training Program graduated its 41st class of participants since the program's inception. After 4 weeks of intense training, 19 graduates were presented with "Made in NY" certificates during a ceremony attended by family, friends, BWI staff and representatives from MOME. [Read More](#)



## HAPPENINGS

### Mayor's Office of Media and Entertainment at this Year's Content Show

Acting Commissioner Luis Castro delivered the Keynote speech at The Content Show, part of Broadcasting and Cable's New York City Television Week. The two-day event was held October 21-22 at the Park Central Hotel and featured discussion, debate and dialogue from the media industry's most prominent thought leaders. Acting Commissioner Castro discussed the economic impact of productions and the growth of television in New York City.



### Acting Commissioner Castro speaks to the Produced By: New York Audience

Luis Castro, Acting Commissioner of MOME, gave closing remarks thanking the 600+ Produced By: New York attendees for their commitment to creating film and television in New York City at an annual event held at the Time Warner Center on October 24.

Produced By: New York, co-sponsored by MOME, is a one day event held by the Producers Guild of America with panels, discussions, and networking opportunities for attendees.

### People en Español

First Lady Chirlane McCray and Former MOME Commissioner Cynthia Lopez participated in the Welcome Ceremony of the fourth annual People en Español Festival. The First Lady presented a proclamation on behalf of the City of New York declaring October 17 as People en Español Day. The two-day free Festival was held in New York City for the first time and was attended by over 15,000 New Yorkers at the Jacob Javits Center. Events included a Naturalization Ceremony, welcoming 100 immigrants from 35 different countries.

### PUT ON YOUR CALENDAR

Tune in to the season premiere of one of your favorite "**Made in NY**" shows:

- **Elementary** (CBS, Thursday, November 5)
- **Master of None** (Netflix, Friday, November 6)
- **Flesh and Bone** (STARZ, Sunday, November 8)
- **Donny!** (USA, Tuesday, November 10)

On November 9 at 1 p.m., the Made in NY Media Center and the IFP Screen Forward Lab Fellows for a lunch talk with Ingrid Jungermann, the creator of the hit web series, *F* to 7th. Lunch will be provided! [Read More](#)

On November 10 at 1 p.m., the Made in NY Media Center IFP Screen Forward Lab Fellows will host a lunch with Michael Gottwald, Producer of *Beasts of the Southern Wild* and the hit web series *High Maintenance* Lunch will be provided. [Read More](#)

November 12 - 19: The **DOC NYC Festival** celebrates documentary storytelling and encourages new direction and voices. Screenings and masterclasses will be showcased throughout the festival.

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## News

### Lights! Camera! Access! Explores Disability-Inclusive Diversity in Media, Entertainment, and Digital Platforms



Commissioner López addressed the audience at 'Lights! Camera! Access!'. Photo courtesy of MOME.

York University and John Jay College.

July 20, 2015 - Lights! Camera! Access! 2.0 – a think tank dedicated to achieving disability-inclusive diversity in media, entertainment and digital platforms – was convened in honor of the 25th anniversary of the Americans with Disabilities Act (ADA). The event was a part of the Mayor's Office for People with Disabilities' official NYC ADA25 celebration. The event took place July 13 and 14 at New

The think tank, produced by EIN SOF Communications and The Loreen Arbus Foundation, explored leading-edge accessible technology, authentic disability narratives, and best practices in advertising, television, film, and other media. Breakout sessions focused on accessible hardware and software as well as disability-inclusive diversity in Internet programming, social media, and gaming. July 13 opened with a keynote from Vinton G. Cerf vice president and Chief Internet Evangelist at Google.



Vinton Cerf gave the keynote address. Photo courtesy of MOME.

Commissioner López welcomed the audience with an address on Monday and was a keynote speaker on Tuesday to describe the work of the film office and provide documentary examples of work featured on PBS produced by disabled filmmakers. Included: the following *Freedom Machines*, directed by Jamie Stobie and Janet Cole; *No Bigger than a Minute* by Steven Delano, *My Way to Olympia* by Niko von Glasow, and *The Way I Walk* by Jason DaSilva.

"On the 25th anniversary of the Americans with Disabilities Act, it's vital to recognize

## News Archives

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### Made In NY - Mayor's Office of Film, Theatre & Broadcasting - About

the historic legacy of the movement but also look to the future and understand the communities' evolving creative needs " said Commissioner López. "These award-winning films were instrumental in influencing public policy, educating the general public and documenting the historical narrative of people with disabilities. The filmmakers behind these projects took ownership of their own stories, documenting the legacy and cultural contribution that people with disabilities have made to the arts.

"It's critical to acknowledge the transformative nature of excellence in the Arts; and we need to make it our responsibility to support positive representation and principal roles in the media field."

The Mayor's Office for People with Disabilities works hand-in-hand with other City agencies to assure that the voice of the disabled community is represented and that City programs and policies address the needs of people with disabilities. The office has developed a number of informative brochures and directories that detail programs, services, activities, and other resources that are accessible to people with disabilities and works with organizations on specific issues affecting people with disabilities.

To learn more about the Mayor's Office for People with Disabilities, visit [nyc.gov/mopd](http://nyc.gov/mopd).



*Commissioner Casse addressed the audience. Photo courtesy of BODNY.*

THE CITY OF NEW YORK  
MAYOR'S OFFICE OF  
MEDIA AND ENTERTAINMENT

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# THE MAYOR'S OFFICE OF MEDIA AND ENTERTAINMENT



AUGUST 2015 UPDATES



## 'MOVIES UNDER THE STARS' BRINGS 150 FREE OUTDOOR FILM SCREENINGS TO THE FIVE BOROUGHS

This year, through a partnership between the Mayor's Office of Media and Entertainment and NYC Parks, an additional 150 film screenings are taking place at numerous City parks and playgrounds in all five boroughs. [Read More](#)



## MADE IN NY FELLOWSHIPS LAUNCH TO SUPPORT DIVERSITY AMONG STORYTELLERS AND ENTREPRENEURS

Media and Entertainment Commissioner Cynthia Lopez, the Made in NY Media Center by IFP, and NYCEDC have announced the creation of ten Made in NY Fellowships, a year-long program that will provide expanded resources and opportunities for New Yorkers to bring their media projects to the next level. Applications are due September 30. [Read More](#)



## CHECK OUT THE PHOTO GALLERY FROM "MADE IN NY" TALKS: ANATOMY OF A SCENE FEATURING MARVEL'S DAREDEVIL

The creative team from *Marvel's Daredevil* shared their insights into making the series in New York City and their careers in production at "Made in NY" Talks: Anatomy of a Scene. The audience was made up of young New Yorkers, many of whom participated in the Department of Youth and Community Development's summer programs. Check out photos from the event. [Read More](#)



NEW YORK FILM FESTIVAL  
INTRODUCES NEW YORK SHORTS

## PROGRAM

The Film Society of Lincoln Center have announced the complete NYFF Shorts Programs for the 53rd New York Film Festival, taking place September 25 - October 11, 2015.

[Read More](#)

## CATCH UP ON THE LATEST "MADE IN NY" SERIES AND FILMS

*Difficult People* now available on Hulu, follows two friends, played by Julie Klausner and Billy Eichner, who struggle in their comedic careers and dislike everything - and everyone. Ed Burns heads to television with his new series *Public Morals*, Tuesdays on TNT, chronicling a vice squad in 1960s New York City. In theatres, Ben Kingsley teaches Patricia how to drive in the new film *Learning to Drive*

## HAPPENING IN NYC

[The Central Park Film Festival](#) takes place through August 29 showing a variety of films including *The Blues Brothers* and *Superman II* in the landscape north of Sheep Meadow. Screenings start at 8pm, rain or shine.

[Fringe NYC](#), running through August 30, offers 1,100 performances of 200 shows from around the world.

[The Harlem International Film Festival](#), which September runs 9-13, celebrates its 10th anniversary, committed to exemplifying what Harlem represents and dedicated to bringing attention to the finest filmmakers from Harlem and across the globe.

## "MADE IN NY" VENDORS GET 'CREATIVE'

Filming in New York City? Learn more about the latest local businesses that are part of the "Made in NY" Discount Card Program, offering a discount on their goods and services to productions filming in the five boroughs. Among the latest vendors to participate in the program are: Gotham Transcription, Apex Creative, Rise Up and Walk Youth Outreach Center. [Read More](#)

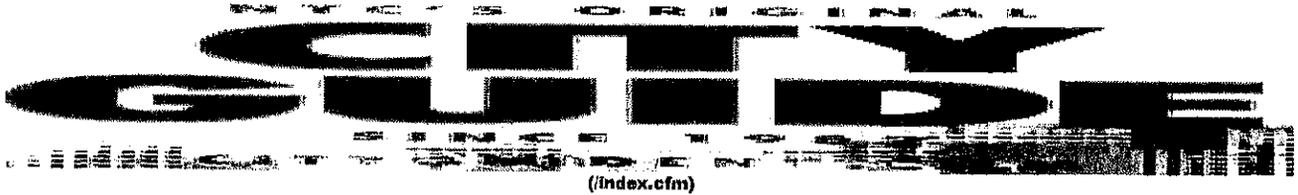
## 91.5FM WNYE TO FEATURE MORE PROGRAMMING BY NEW YORKERS

91.5FM WNYE, the official radio station of the City of New York, introduces a new schedule, featuring more programs by New Yorkers for New Yorkers as well as additional education and arts programming, as of Monday, August 31. [Read More](#)

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## TV Party: PaleyFest NYC 2015

September 16, 2015 - by Allison Durkee (author.cfm?authorid=1838)

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Television fans, get ready: PaleyFest NYC 2015 is almost here. From October 10-19, the **Paley Center for Media** (<http://www.paleycenter.org/visit-visitny>) in midtown Manhattan will host its annual PaleyFest event, a week-long celebration of television featuring panel discussions with the actors and creators behind some of TV's hottest shows.

Kicking things off this year will be a special *Dr. Horrible's Sing-Along Blog* reunion, taking place on October 10 at 8:30pm. The three-act musical miniseries focuses on Dr. Horrible, an aspiring villain who gets distracted by love during his quest for world domination. Born out of the Writers Guild Strike of 2007-2008, the series was originally released on the internet, where it immediately became a cult hit. PaleyFest will reunite *Dr. Horrible's* renowned creator Joss Whedon with stars Neil Patrick Harris, Nathan Fillon, and Felicia Day for a panel moderated by Dave Izkoff of *The New York Times*.



Following that special reunion, PaleyFest continues with five panels with the cast and creators of both current and upcoming shows. Fans of *Pretty Little Liars* still reeling from the recent "A" reveal can look forward to the upcoming season with a panel all about the show, while *Mindy Kaling* fans should be sure to catch her talking about *The Mindy Project* on October 17. Other shows at this year's PaleyFest include the ground-breaking Amazon comedy *Transparent*, USA's summer hit *Mr. Robot*, the cult BBC America show *Orphan Black*, and upcoming Starz series *Ash vs. Evil Dead*.

In addition to its signature panels, PaleyFest will also give those who aspire to create television of their own a chance to connect with others in the industry. On October 17, PaleyFest will host an Early Career Networking Meet Up in conjunction with the Mayor's Office of Media & Entertainment.

Tickets to PaleyFest cost \$50 (\$40 for members) and go on sale to the general public September 18. More information about PaleyFest NY can be found [here](http://media.paleycenter.org/paleyfest-ny-2015/) (<http://media.paleycenter.org/paleyfest-ny-2015/>).

### LOOKING FOR FREE GROUP PLANNING SERVICES?

Get free advice on planning your group's trip to New York.

Name:

E-Mail:

Where Is Your Group Coming From?

Type of Group: Please Pick One

Date of Trip:

Areas of Interest:  Sightseeing  Dining  Theater  Culture  
 Shopping  Transportation  Other

Group Size: 6-11

# Unseen FILMS

A COLLECTION OF REVIEWS OF FILMS FROM OFF THE BEATEN PATH; A TRAVEL GUIDE FOR THOSE WHO LOVE THE CINEMATIC WORLD AND WANT MORE THAN THE MAINSTREAM RELEASES.

Monday, November 16, 2015

## Sky Line (2015) DOC NYC 2015



Beginning like the recent STEVE JOBS with footage of Arthur C Clarke talking about the future, SKY LINE then speeds off to talk about Clarke's 1979 novel FOUNTAINS OF PARADISE which put the notion of a space elevator into the popular mind. A space elevator is a long cable that stretches from the earth up to a space station or platform in high orbit that can be used to lift heavy payloads and people to space without damaging the environment. Its a notion that has caught on in some parts of the scientific community who know it can work if only we can come up with the technology to make it practical.

This film is kind of like having a conversation of a bunch of science nerds who are overly enthusiastic about something that you find really interesting. You go along with what they are saying for a while but then your eyes glaze over as the conversation drifts all over the place. Here the problem seems to be that the film isn't organized well enough. Talk about how the participants got interested in the project, the business of doing it and of the science of doing it are all mixed together and we kind of bounce from thing to thing and person to person. Its all there but the telling feels jumbled. I have the sense that if someone outside the project came in and recut the film you'd have a better film. I also have a sense that this would be better shorter. I completely understand that the film has to be a certain length to have an easier time getting released but I'm not sure this film needs to be 75 minutes.

Reservations aside, this is worth seeing if the subject intrigues you, otherwise it can be skipped until it shows up on TV.

SKY LINE World Premiered yesterday at DOC NYC and plays again on the 18th. For more information and tickets go here.

Posted by Steve Koplan at 9:00 AM



Recommend this on Google

Labels: american, DOCNYC 2015, documentary, science, science fiction

**No comments:**

**Post a Comment**

### Contributors

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## Congratulations to the Newest Crop of PA Graduates!



On the afternoon of October 23, the "Made in NY" Production Assistant Training Program graduated its 41st class of participants since the program's inception. This program was developed in partnership between the Mayor's Office of Media & Entertainment (MOME) and Brooklyn Workforce Innovations (BWI) in 2006. The "Made in NY" Production Assistant Training Program prepares unemployed and low income New Yorkers for entry level jobs in the local film and television industry. After 4 weeks of intense training, 19 graduates were presented with "Made in NY" certificates during a ceremony attended by family, friends, BWI staff and representatives from MOME.

Program Director Venus Anderson (herself a PA graduate) led the ceremony which included congratulatory remarks from BWI instructors and Mayor's Office of Media and Entertainment Acting Commissioner Luis Castro.

"New York City is an amazing place to film, not just because we have the best locations but because we have the best crews" said Castro, as he welcomed the graduates to the community of NYC's talented,

hard-working production personnel. Castro also acknowledged the challenges the graduates had faced to get to this point. He placed emphasis on the drive it would take to succeed in their new careers.

A majority of the graduates thanked BWI staff, the Mayor's Office and their fellow cyclemates for their support during the training. Graduate Jon "Red" Emerenciano spoke on how the training had taught them the importance of professionalism and consideration when working in NYC communities and how Cycle 41 would do their best to keep neighborhoods film-friendly.

The PA program graduates four Cycles per year and is in its tenth year.

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## Alumni Film Festival Celebrates the Work of "Made in NY" Graduates



Graduates of the "Made in NY" PA Training Program gather to share their films. From l to r: Vladimir Piverger (producer), Diana Klein (director of photography), and Sabrina Rodrigues (director of photography). Photo courtesy of BWI.

*February 6, 2015* - At the 8th Annual Alumni Film Festival, graduates of the "Made in NY" Production Assistant Training Program were on hand to celebrate their accomplishments with a special screening of the short films and music videos they have created and contributed to since starting their careers in the entertainment industry. Organized by Brooklyn Workforce Innovations (BWI) and held at Littlefield on Degraw Street, this annual event is an opportunity for program graduates to showcase their creative endeavors and network with graduates from other cycles.



Logan Thoreau and Jennifer Mears were among the filmmakers who had the chance to show their work. Photo courtesy of BWI.

An excited audience braved the rain and cold on January 18 to watch more than a dozen projects that featured the work of a "Made in NY" graduate. Introduced by Jason "Rowdy" Rody, the program's training coordinator, the films featured a range of genres and styles. From cinematographer Sabrina Rodrigues, a Cycle 22 graduate, the world of double-dutch jump roping was explored in *Jump In*. In the short film *Katherine*, written and produced by Cycle 31 graduate Logan Thoreau, a woman tries desperately to stay safe.

A PSA video entitled *Our Lives Matter* was directed by Kiri Laurelle Davis and produced by Jennifer Mears, both graduates of Cycle 31. Harold Williams, who graduated from Cycle 24, produced a short film *Deferred* about a young man's struggle to find work.

To learn more about the "Made in NY" Production Assistant Training Program, [click here](#).

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# "MADE IN NY" PRODUCTION ASSISTANT TRAINING PROGRAM CELEBRATES 10 YEARS OF DIVERSIFYING NEW YORK CITY'S ENTERTAINMENT INDUSTRY

## Over 600 underemployed and low-income New Yorkers trained for entry-level jobs in the entertainment industry

February 28, 2016 - Today nearly three hundred graduates of The New York City Mayor's Office of Media and Entertainment (MOME) and Brooklyn Workforce Innovations (BWI) "Made in New York" Production Assistant Training Program attended the "Made in New York" PA Training Program Alumni Summit at NYU's Helen and Martin Kimmel Center for University Life.

The program celebrated its ten-year anniversary this year with an alumni summit that connected graduates with television and film industry professionals, and provided them with advice on advancing their careers in the industry. The summit featured remarks from new MOME Commissioner Julie Menin and "Made in NY" PA Program Director Venus Anderson, a plenary session of speakers from industry professionals and breakout sessions. The event concluded with the "Made in NY" PA Training Program's 9th Annual Film Festival, and feature films written, directed and produced by graduates of the program.

"We are thrilled to celebrate the 10th anniversary of our PA Training Program which has trained hundreds of New Yorkers with diverse backgrounds for positions in film and television," said MOME Commissioner Julie Menin. "We are extremely grateful for their continued hard work and commitment as MOME ambassadors to the city's thriving entertainment industry."

"This program truly changes the lives of so many people who come in looking for an opportunity to work in the television and film industry," said Program Director Venus Anderson, a graduate herself. "Today allows us to come together, not only to network with leaders in the industry, but to celebrate our accomplishments."

The "Made in NY" PA Training program is a free training program that prepares unemployed and low-income New Yorkers for production assistant positions on television or film sets and/or production offices. The program was developed in 2006 by MOME, in partnership with Brooklyn Workforce Innovations (BWI), a non-profit that administers the program, and provides help to low-income New Yorkers receive living wage job opportunities.

The program is highly competitive and accepts 80 trainees each year from a pool of 700-800 applications annually. To date, 607 trainees have successfully completed the program with a 97% job placement rate after graduation.

Applicants to the program must live in the 5 boroughs and have an interest in the television and film industry. Of the trainees, 95% of graduates are people of color; 52% are female; 61% are young adults (ages 18-25) and 26% were unemployed in the 12 months prior to enrollment (in class).

For more information on the program and to apply visit Brooklyn Workforce Innovations.

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# THE CENTER FOR COMMUNICATION AND THE MAYOR'S OFFICE OF MEDIA AND ENTERTAINMENT ANNOUNCE NEW "MADE IN NEW YORK" SERIES ON MEDIA CAREER DEVELOPMENT

**Programs Will Feature Representatives from Google, VICE, Showtime, Vox, and Hearst**



CENTER  
COMMUNICATION

*March 2, 2016* - The Center for Communication and the NYC Mayor's Office of Media and Entertainment (MOME) announce a partnership to produce career education panels for students seeking jobs in media and tech. The "Made in NY Talks" will feature leading industry executives and creators, who will provide insight into the inner workings of the media business and invaluable perspective on the rapidly evolving media and tech landscape.

"We are thrilled to partner with the Center for Communication to increase the opportunity for more New Yorkers to learn about careers in film and television," said MOME Commissioner Julie Menin. "This year's slate of panels showcases some of the talented leaders driving new content and job opportunities in New York City's media and entertainment industry."

The partnership advances the goals of the Center for Communication and MOME to foster inclusivity in the industry and build a diverse, skilled workforce that will help further strengthen the city's thriving media and tech sectors. Admission is free for all students and faculty with an ID. Attendees can register at [centerforcommunication.org](http://centerforcommunication.org). The Made in NY Talks will be recorded and available for viewing on the Center's website and distributed on NYC Media, the official TV and radio network of New York City.

The series will include six panels in 2016, the first three of which are as follows:

**Tonight! Wednesday, March 2, 2016, 6:30 to 8:30 pm**

**SCREENING AND CONVERSATION: BILLIONS**

**SVA Theatre**

**333 W. 23rd Street**

BILLIONS is Showtime's new complex Wall Street drama about a shrewd U.S. Attorney and a brilliant hedge fund king use their smarts and power out maneuver the other. Hear from the timely show's co-executive producer Willie Reale and writer Wes Jones discuss filming in New York City and creating this timely, provocative hit series. Moderator: J. Max Robins, Executive Director, Center for Communications.

**Wednesday, March 9, 2016, 6:30 to 8:00 pm**

**MEDIA+TECH: WHERE THE JOBS ARE**

**The School of Media Studies at The New School, Theresa Lang Center**

**55 West 13th Street, 2nd Floor**

Leading recruiters from some of the hottest operations in the business discuss the exciting opportunities available in the booming media and tech sector and share insight on the do's and don'ts of the job search. Brush up on the skills you need to land a position in this dynamic field. Hear from Nancy Ashbrooke, Vice President, Global Human Resources, VICE; Nina Temple, Global Staffing Lead, Google; Joe Farrell, Director, Human Resources, Hearst Magazines; and Alexis Juneja, VP, People and Culture, Vox Media. Moderator: Adrian Granzella Larssen, Editor-in-Chief, The Daily Muse.

**Tuesday, April 26, 2016, TIME TBA**

**WRITING FOR LATE NIGHT**

**St. Francis College, Founders Hall**

**180 Remsen Street, Brooklyn Heights**

In an election year, we're reminded how much we look to comedy and late-night television to provide perspective and give voice to frustrations and absurdities of the political process. And although John Oliver says that his show is "not journalism, it's comedy—it's comedy first, and it's comedy second," he sheds light on injustices and corruption on a weekly basis in thoroughly researched and fact-checked segments. Late night writers discuss their impact on politics and the national conversation in this election year. Panel to be announced.

/jcc manhattan/

# ReelAbilities

## FILM FESTIVAL

NEW YORK

### 3-TIME OSCAR NOMINATED ACTOR MARK RUFFALO TO OPEN JCC MANHATTAN'S 8th ANNUAL REELABILITIES FILM FESTIVAL + EXCITING SLATE OF SPECIAL EVENTS & GUESTS

*Festival Kicks Off on March 10th with Red Carpet Opening Night Screening of MARGARITA, WITH A STRAW, an introduction to the film by Mark Ruffalo and Filmmaker Conversation and Reception*

*Free Events Include Family-Friendly Films, performances, workshops, and a "Beyond Hollywood" Panel Discussion Featuring Seinfeld's Danny Woodburn and Filmmakers with Disabilities discussing diversity in the film industry*

New York, NY – February 26, 2016 – JCC Manhattan's 8th Annual ReelAbilities: NY Disabilities Film Festival announced its lineup of special events to accompany its slate of award-winning feature and short films. Dedicated to presenting films made by and about people with disabilities, this year's festival will take place in over 40 accessible venues across New York including JCC Manhattan, Lincoln Center, Whitney Museum of American Art and the Museum of the Moving Image, marking the largest edition of the festival to date. A nationwide tour of the festival will follow the New York festival which runs March 10-16. Beyond the first rate film lineup, all screenings are followed by engaging conversations with filmmakers and other guests, as well as accompanied by dance, music, theater, author talks, and art exhibits that enhance the inclusive mission and message of the festival.

The Red Carpet Opening night on Thursday, March 10, will feature welcoming remarks from the 3-time Academy Award nominated actor and activist Mark Ruffalo, followed by the NY premiere of the award-winning feature *Margarita, With A Straw*, followed by a conversation with director Shonali Bose and an opening night reception. Based on a true story, the film is a funky, stereotype-busting coming-of-age tale about a Punjabi teenage girl with cerebral palsy who comes to New York to pursue her dreams of writing and is opened to the world of possibilities that the city has to offer.

Opening night will also include a special performance by Robert Ariza and other cast members from Broadway's latest Deaf West Theatre's revival of the hit musical: *Spring Awakening*. This show was groundbreaking for Broadway and paved the way for inclusion and accessibility in professional theater.

For tickets and additional information, please visit: <http://newyork.reelabilities.org/onq2016/>

On Friday, March 11, JCC Manhattan will host "REELationships" – a Friday Night Dinner featuring riveting conversations about life, love and relationships centered around screenings of acclaimed short films including: *Good Beer*, *Jesse*, *The Mobile Stripper*, *Perfect*, *Take Me*, *Bumblebees* and *Birthday*. To register for the event, please visit: <http://newyork.reelabilities.org/films-and-events/#34>

Saturday, March 12, features "ReelAbilities R&R" – an afternoon of free films and activities including *Soliloquy*: film and dance by Heidi Latsky Dance, Family-Friendly Short Films, ActionPlay Theater Workshop for teens and young adults on the Autism spectrum, Screen-printing workshop by Gowanus Print Lab, and more. The evening will be highlighted by a free screening of director Michael Gitlin's *That Which is Possible*, a feature documentary exploring the artists working at the Living Museum, an art-space on the grounds of the Creedmoor psychiatric facility in Queens.

Actor Danny Woodburn, best known for his role on *Seinfeld*, will be part of the "Beyond Hollywood: Authenticity and Opportunity" panel discussion on Sunday, March 13. Inclusion in Hollywood was the theme of this year's Academy Awards program, yet the conversation excluded America's largest and most underrepresented minority: people with disabilities. This constructive conversation will feature filmmakers and actors with disabilities discussing their own career paths and the tensions between authentic and artistic license, and accuracy and appropriation. Woodburn will be joined by a variety of filmmakers including: Emmy award winner Jason DaSilva, Rich Hinz, Maleni Chaltoo and more. The event is co-presented by SAG-AFTRA, NYC Mayor's Office for Media and Entertainment, Inclusion in the Arts, and NY Women in Film and Television. To register for free, please visit: <http://newyork.reelabilities.org/films-and-events/#3>

The festival closes on Wednesday, March 16, with a special premiere screening of *In Harmony*. Directed by Denis Dercourt, the feature narrative film follows Marc, an equestrian stuntman recovering from a traumatic injury and his relationship with Florence, the insurance company worker in charge of his case. The screening will be followed by a conversation with Bernard Sachsé, the inspiration for the film and the author of the book on which the film was based. A conversation will be followed by a closing night reception. For tickets and more information, please visit: <http://newyork.reelabilities.org/films-and-events/#20>

As part of the mission of ReelAbilities to use film to create social change, all films are followed by conversation in all locations by filmmakers, experts and protagonists. Among the dozens of guests, the festival includes Actress Regina Saldivar who is the producer of the feature documentary *Do You Dream in Color*, and renowned screenwriter Thomas Ropelewski who Directed *2E: Twice Exceptional*.

For the complete schedule of all film screenings and special events, please visit: <http://newyork.reelabilities.org/>

#### About JCC Manhattan's ReelAbilities: NY Disabilities Film Festival

Initiated in 2007 by JCC Manhattan, ReelAbilities: NY Disabilities Film Festival is the largest festival in the country dedicated to promoting awareness and appreciation of the lives, stories and artistic expressions of people with different abilities. The 7-day festival is renowned for its wide-ranging international film selection, riveting conversations, and performing arts, presented annually at over 35 venues across the NYC metropolitan area.

In 2014, in collaboration with the Cincinnati-based Living Arrangements for the Developmentally Disabled (LADD, Inc.), ReelAbilities NY expanded into a national program, presenting its excellent program in dozens of cities throughout the United States.

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# NEW YORK CITY ANNOUNCES NEW DIVERSITY INITIATIVE FOR FILM AND ENTERTAINMENT INDUSTRY

June 29, 2016—Today, Mayor's Office of Media and Entertainment Commissioner Julie Menin announced #NominateNYC - a new initiative that will work towards bringing greater diversity to the film and entertainment industry. According to recent reports from the USC Institute for Diversity and Empowerment at Annenberg and UCLA's Bunche Center for African American Studies, women directed only 4% of the top-grossing films of 2014, while people of color directed 13%. Women and people of color accounted for less than 10% of writers of the top 163 films of that year. People of color held 13% of lead roles in the 163 top films of 2014, and women 26%. Additionally, across 4,610 speaking characters in the 100 top grossing films of 2014, only 19 were lesbian, gay or bisexual, and zero were transgender.

Beginning today through November 15, 2016, the #NominateNYC initiative will feature a portal on MOME's website for New York City-based entertainment professionals of varying backgrounds to proactively nominate themselves or someone they know for consideration for membership in the Academy of Motion Picture Arts and Sciences (the "Academy").

In addition, the portal can be utilized by individuals interested in learning more about membership requirements to guilds, unions and other film industry associations. The website will include links to a variety of organizations that represent writers, actors, musicians, directors and other creative professionals such as the Directors Guild of America, Writers Guild of America East, NY Women in Film and Television, and Local 802 of the American Federation of Musicians.

#NominateNYC will support the recent goal set by the Academy to increase the number of women and diverse Academy members by 2020. Notably, #NominateNYC will be useful for New Yorkers who fall within the Academy's requirements to submit their own qualifications, or those of someone they know, for possible consideration for sponsorship by current Academy members for a specific branch. Academy membership branches include actors, casting directors, cinematographers, costume designers, designers, directors, documentary, executives, film editors, make-up artists and hairstylists, music, producers, public relations, short films and feature animation, sound, visual effects and writers.

Currently, the Academy's process is by sponsorship only. The portal can provide a pool of candidates of interest, with the goal of reducing barriers to identifying possible candidates with diverse backgrounds. All 17 branches will be listed on MOME's website, and all qualified industry professionals are welcome to submit their information to the portal. After the November 15 deadline, MOME will hand over submissions to the Academy.

"Our differences are what make our culture more vibrant, more beautiful, and more dynamic – and having greater diversity in media and entertainment creates more compelling stories for all of us to enjoy," said **MOME Commissioner Julie Menin**. "Given that New York City is home to the nation's most diverse pool of entertainment industry professionals, our Agency is uniquely suited to assist entertainment industry organizations in achieving their goals to expand and diversify their membership."

"Diversity is New York City's greatest strength and we must make sure that the vibrancy of all of our communities is fully reflected in artistic and creative endeavors," said **City Council Speaker Melissa Mark-Viverito**. "NominateNYC will help bring much needed diversity to the City's thriving film and entertainment industry, which has created thousands of local jobs for New Yorkers, and I thank Commissioner Menin for spearheading this important initiative."

"By providing a platform and spotlight for New York's diverse and emerging talent, MOME is taking a meaningful step in addressing the broken pipeline shaped by years of status quo hiring by industry employers," said **Neil Dudich, Eastern Executive Director of the Directors Guild of America**. "This initiative builds on the DGA's decades of work on behalf of our women and ethnic minority members, and we applaud Mayor de Blasio and Commissioner Menin for their efforts to push the employers to adapt more diverse hiring practices."

"We applaud Commissioner Menin and MOME for this insightful initiative," said **Lowell Peterson, Executive Director of the Writers Guild of America, East**. "New York is home to some of the most talented - and diverse - professionals in the entertainment industry. Just as more diverse storytelling makes better films, a more diverse and inclusive membership will enhance the industry's ability to recognize and uphold excellence for generations to come."

**SAG-AFTRA New York President Mike Hodge** lauded the effort saying, "New York City exemplifies diversity and we are proud to be part of this important initiative to ensure the industry has the most inclusive and dynamic talent possible as candidates for nomination."

"New York City is home to the most talented, unique and diverse community of musicians in the world who together have made New York City a global capital of culture," said **Tino Gagliardi, president, Associated Musicians of Greater New York, Local 802 AFM**. "As a representative of over 7500 musicians in every field, genre and industry, I'm confident in my ability to say that New York City's diversity is one of its greatest strengths and must be supported, championed and celebrated. We applaud Mayor de Blasio and Commissioner Menin for identifying innovative ways to help ensure that the media and entertainment industries achieve their goals of equitable, inclusive and accessible membership."

"Representing a craft that is often overlooked when executed perfectly, Make-up Artists & Hair Stylists Local 798 appreciates the efforts of Commission Menin and MOME in giving under-represented professionals an avenue for recognition through the #NominateNYC program," said **Cynthia O'Rourke, Secretary-Treasurer, Make-Up Artists & Hair Stylists, Local 798**.

"We share everyone's goal of greater representation both in front and behind the camera, which in turn will create better product and stories that speak to all of us," said **Joe Hall, President of Ghetto Film School**. "We are eager to partner with the Mayor's Office of Media and Entertainment on this proactive idea to address the issue of diversity, as it's a great example of the catalyst role that smart government can play."

**Terry Lawler, Executive Director of New York Women in Film & Television** said, "As an organization that has spent the last 40 years working to diversify the entertainment industry, especially in New York City, New York Women in Film and Television (NYWIFT) welcomes this important new initiative. #NominateNYC will be a vital tool for us and the industry as a whole. Our industry should reflect the diversity of our great city, and we are grateful that MOME and Commissioner Menin are as committed to attaining that goal as we are."

New York City has an incredibly rich and talented pool of entertainment professionals. #NominateNYC will serve as a model to connect these professionals to organizations looking to diversify their memberships. This new initiative will be extensively promoted through outreach activities, including events hosted by MOME and its partners, and on social media. MOME will not review or evaluate the merits of the submissions, and will not recommend or endorse any particular candidate.

"New York's greatest strength is our diversity, and that diversity fuels our city's leadership in the arts," said **Manhattan Borough President Gale A. Brewer**. "Promoting artists from all backgrounds and all walks of life into positions of greater prominence in their fields is simply the right thing to do."

"To capture the reality of Brooklyn, as well as the imagination of audiences everywhere, movies and television shows must reflect the amazing diversity of our people — on the stage, behind the camera, and at the writing table," said **Brooklyn Borough President Eric L. Adams**. "By opening the door and allowing underrepresented entertainment professionals to join associations and build connections that advance their careers, #NominateNYC will support the next generation of talented individuals who will create the art that shares our diverse borough with the world."

**State Assembly Member Joe Lentol** said, "I am thrilled. This represents an important effort to improve the diversity of an important NYC industry and opens the industry up to the world even more. It means more great talent, better productions and a nobler world view originating from NYC."

"I'm glad that the City is creating further opportunities for minorities in the film and entertainment industry," said **City Council Member James Vacca, Chair of the New York City Committee on Technology**. "Connecting aspiring actors and actresses to organizations that can help further their careers will have a tremendous impact on diversity in our burgeoning film industry. New York City leads the way in multiculturalism and diversity. I applaud Mayor de Blasio and Commissioner Menin for their efforts."

"More diversity in the Film and Entertainment industry means better stories and a stronger industry," said **City Council Member Julissa Ferreras-Copeland**. "As the film industry in NYC grows it must take advantage of the latent talent the City has in all its neighborhoods, and I'm happy to see MOME taking steps towards fostering diversity and supporting aspiring professionals to be included and get jobs in front and behind the cameras."

"New York City already leads the way in diversity on Broadway, and through #NominateNYC, the City will make it easier for women and people of color to get film work, share their stories, and challenge stereotypes. Thank you to the Mayor's Office of Media and Entertainment for bringing forth this important initiative," said **City Council Member Helen Rosenthal**.

"This new initiative is a proactive step that can certainly help diversify and promote more inclusion in an industry that is need of it. The film and entertainment industry should aim to reflect our multicultural world, and #NominateNYC can be a tool to do that. I applaud the Office Media & Entertainment and Commissioner Menin for recognizing that greater diversity will help the media industry strive and succeed in our City," said **City Council Member Ritchie Torres** of the Bronx.

#NominateNYC is one of several initiatives MOME is pursuing to increase inclusion in the media and entertainment industry, and is a continuation of New York City's efforts to promote opportunities for women, people of color and other diverse backgrounds.

In 2006, the Agency created the "Made in NY" Production Assistant Training Program, which provides unemployed and low-income New York City residents with training and placement into entry-level positions in film and television production. In its 10th year, the successful program has graduated over 600 trainees of whom 95 percent are people of color, 52 percent are women and one quarter were unemployed 12 months prior to enrollment.

MOME was a founding sponsor of the Brooklyn College Barry R. Feirstein Graduate School of Cinema, which is the only public graduate school in the nation seamlessly integrated into a working film lot, and the first public graduate school of cinema in New York City. The school provides affordable access to career opportunities in cinema, while simultaneously creating a pipeline of diverse talent that can work in the local film industry. Of the 69 students in the inaugural class, nearly half are women and approximately 43% are people of color. In the last two years alone, the City has invested \$2 million towards scholarships at Feirstein.

Earlier this month, MOME announced the launch of programs to provide New Yorkers from underserved communities with greater access to live theatre and feature films.

- **Access Broadway:** Over one thousand free tickets to Broadway shows will be distributed to residents in NYCHA public housing, to provide opportunities to see a show.
- **MOME Movie Matinees:** Families living in public housing will have opportunities to attend feature films in theatres – an activity that can be cost-prohibitive for many families – in each borough, during the month of August.
- **Broadway in the Boros:** For the first time, Broadway shows will be brought to every borough for free, featuring vignettes performed by members of the current casts and orchestras from hit musicals including *She Loves Me* and *Fiddler on the Roof*.

For more information on #NominateNYC, visit [NYC.gov/NominateNYC](http://NYC.gov/NominateNYC).



HOME ALL FILMS & EVENTS SCHEDULE FESTIVAL INFO ABOUT SUPPORT

## Mayors Office Presents: MASTER OF NONE Panel (FREE)

Events, Panels / 120 mins

G+1 0



### Mayors Office Presents: MASTER OF NONE Panel (FREE)

Village East Cinema  
July 23, 2016 6:00 pm  
First-come, first-served

### Description

Asian Americans made great strides in television and media during 2015. Leading this wave was the game-changing Golden Globe-nominated Netflix series MASTER OF NONE, which critics and viewers alike have been binge-watching and thirsting for more. AAIFF is thrilled to host series co-creator Alan Yang and cast member Kelvin Yu as they share details on the show's inspiration and production as well as their own experiences in an industry full of both opportunity and obstacle.

### Featuring:

**Kelvin Yu** is a Taiwanese-American actor and an Emmy Award-winning writer. Best known for his breakout role as Aziz Ansari's handsome and charismatic friend *Brian* in the Netflix series *Master of None*, Yu has also been writing on the Fox animated series *Bob's Burgers* for the past 6 seasons. A Los Angeles native, Yu studied theater and communications at UCLA and his previous acting credits include Gus Van Sant's *Milk*.

**Kai Falkenberg** is the First Deputy Commissioner of the Mayor's Office of Media and Entertainment (MOME). Prior to her appointment to this position, she spent 15 years as a media and entertainment lawyer advising companies ranging from NBC, Warner Bros. and Comedy Central to Us Weekly, Rolling Stone and Forbes. In addition to her current position, Kai teaches media and entertainment law at Columbia Law School.

**Igor Srubshchik** is a Producer in the film and television industry. He has numerous producing credits on such television shows as *Master of None* (2015-2016), *Mr. Robot* (2015), *Girls* (2016), *I Just Want My Pants Back* (2011-2012), and films like *Michael Clayton* (2007), *Blood Ties* (2013). Since 1994, Igor's worked his way up in the production industry working such positions as video operator and technician, line producer, sound mixer, production supervisor and manager.

NO LONGER TAKING RSVPs.

NOTE: RSVP DOES NOT GUARANTEE ADMISSION. This panel is on a first-come, first-served basis.

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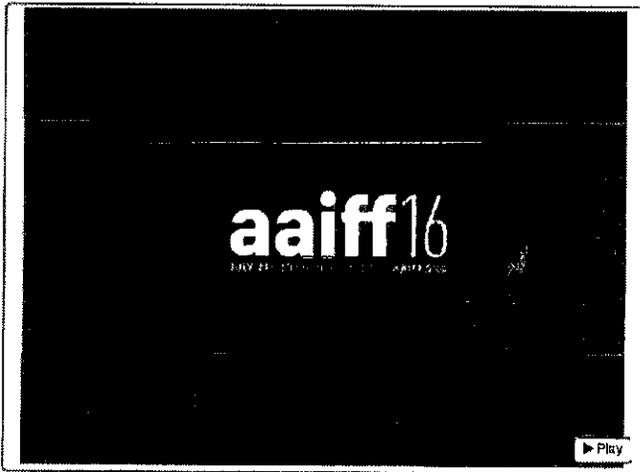
### Meet the Broadcaster!

POV films are known for their intimacy and unforgettable storytelling. Their slate features celebrated films from 2017 Oscar nominees, to recent Emmy & Peabody Award-winners.

WMM is pleased to welcome Justine Nagan, the new Executive Director and Executive Producer of POV and American Documentary in conversation. This is a chance to discuss all things new and relevant

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### #VMAxNYC CONTEST LAUNCHES JULY 1

#### Mayor's Office of Media and Entertainment and MTV celebrate the VMAs' return to NYC with imaginative new video contest

The Mayor's Office of Media and Entertainment (MOME) and MTV today announced the launch of the [#VMAxNYC contest](#), giving young New Yorkers a chance to show off their creativity and win tickets to the MTV Video Music Awards on August 28. In honor of the VMAs' return to NYC – and in celebration of the event taking place at Madison Square Garden for the first time ever – contestants are asked to create a 30-second video answering the question: "If you could take your favorite VMA artist anywhere in NYC, where would it be and why?" Up to five winners will have the opportunity to attend the VMAs, and to walk the red carpet along with some of today's biggest stars.

MOME Commissioner Julie Menin, MTV Brand Creative Director Andrei Chahine, and legendary New York Knicks point guard John Starks will judge the applications, which can be submitted until July 15.

"We're thrilled to welcome the MTV VMAs back to New York City this year – and with the VMAxNYC contest, we're offering an opportunity for all young New Yorkers to participate in the celebrations," said **Mayor's Office of Media and Entertainment Commissioner Julie Menin**. "The VMAs honor some of today's biggest musical talent, making New York the perfect home for this event. The VMAxNYC contest will showcase what makes our city such a source of creativity and inspiration."

Starting Friday, July 1, applicants ages 16 and older can submit their videos on the contest website, [www.VMAxNYC.com](http://www.VMAxNYC.com). Up to five winners will receive tickets to attend the VMAs in August, as well as have their videos featured on some of NYC's official social media channels. Up to 75 runners-up will also have the opportunity to visit MTV, learn about its programming and take a tour of the network's studios, courtesy of Viacom.

"MTV couldn't be more excited to nurture creativity in our hometown and let fans get in on the VMA experience," said **MTV Brand Creative Director Andrei Chahine**. "We know NYC is going to bring it."

"I'm thrilled at the opportunity to participate in this unique contest presented by the Mayor's Office of Media and Entertainment, which will allow young filmmakers in New York the chance to attend the first VMAs held at Madison Square Garden," said **John Starks, New York Knicks great and current Alumni Relations and Fan Development Advisor** for the organization. "Young New Yorkers are known for their creativity and imagination and I am excited to watch what they create on the screen."

The 2016 VMAs will mark the 16th time the music awards show has aired from New York City, including most recently the 2013 MTV VMAs at Brooklyn's Barclays Center, which featured world-renowned recording artists including Justin Timberlake, Miley Cyrus, and Robin Thicke. New York is home to MTV's corporate headquarters and is the original home of the VMAs, with the first-ever show taking place in 1984 at Radio City Music Hall.

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## Will and Jada Smith Launch Careers in Entertainment Tour

*The Will and Jada Smith Family Foundation Launches the Careers in Entertainment Tour in Support of President Obama's My Brother's Keeper Initiative*

**WASHINGTON, DC**— The Will and Jada Smith Family Foundation (WSJFF), launched the “Careers in Entertainment Tour” (CIE) in support of President Obama’s My Brother’s Keeper Initiative (MBK).

The domestic tour launched with its first stop in Brooklyn, New York. Partners for the New York launch include The Rockefeller Foundation, the New York City Mayors office of Media and Entertainment and the U.S. Small Business Administration (SBA).

The event hosted close to 600 youth from NYC Public Schools and colleges who gained an insightful perspective of alternative careers within the entertainment industry through panel discussions moderated by actor, author, and activist Hill Harper, and an interactive experience with immersive and experimental workshops with top executives, producers, educators, talent and production crew.

Panelists included Grammy nominated singer/songwriter Leona Lewis, actress Regina Hall and actor Jussie Smollett.

*Domestic Tour Will Introduce Underserved Youth to Careers and Professionals in the Entertainment Industry*

The CIE tour will engage young people who are interested in careers and entrepreneurial opportunities within the entertainment industry.

Will and Jada are proud to respond to President Obama’s call to action made through the My Brother’s Keeper Initiative to increase opportunities for all of America’s underserved youth, and specifically for boys and young men of color who are disproportionately affected by opportunity gaps in education and exposure to a variety of career paths.



*Will Smith and Jada Pinkett Smith*  
*(Chris Pizzello/Invision/AP)*

“The Careers in Entertainment Tour is an engine for change in our industry, and a means of closing the gap between dreams and the tools necessary to achieve them,” **said Jada Pinkett-Smith**. “This initiative in support of My Brother’s Keeper will engage our underserved young girls and boys in hope to inspire future generations — a responsibility I do not take lightly and one I cannot wait to bring to fruition.”

Two years ago, President Barack Obama launched My Brother’s Keeper to address persistent opportunity gaps and eliminate barriers that often prevent boys and young men of color from realizing their potential. Since then, the call to action has been answered by individuals, businesses and organizations across the public and private sectors.

The CIE tour will support these efforts by helping the next generation of young people increase their exposure to and build their marketable skills, in the hopes that their dreams, talents or interest in entertainment can be turned into meaningful professional careers and successful business ventures in the industry.

“The My Brother’s Keeper Task Force applauds the Will & Jada Smith Family Foundation for responding to President Obama’s call to action to ensure all youth have clear pathways to opportunity and success in the entertainment industry,” said **Broderick Johnson, Assistant to President Obama, Cabinet Secretary, and Chair of the My Brother’s Keeper Task Force.** “We commend Will and Jada for leveraging their unique platform and networks to inspire and engage our nation’s most vulnerable youth, whose tremendous talents are too often underrepresented in this and other industries.”

“The Rockefeller Foundation is proud to support the Will & Jada Smith Family Foundation in its work to expand opportunity to young New Yorkers of all backgrounds to pursue careers in the entertainment industry,” said Judith Rodin, president of The Rockefeller Foundation. “We are committed to building more inclusive economies and addressing the challenges facing unemployed youth today, and this program promises to open exciting, meaningful employment pathways for our city’s talented young workers.”

Each CIE tour stop will feature industry panels and an interactive career fair with an emphasis on segments of the entertainment industry. Tour participants will have the opportunity to hear from professionals who represent a variety of film and television industry careers, including filmmaking, television production, cinematography, composing, writing, project development, representation, distribution, sound design, film editing, public relations, and marketing, among others.

To learn more about the Careers In Entertainment Tour, please visit [www.cietour.org](http://www.cietour.org).



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### **The Mayor's Office of Media and Entertainment and The Center for Communication Announce "Made in NY" Talks Fall Line-Up**

**Program features appearances from top talent at The New York Times, WNYC, BuzzFeed, Viceland, and more**

The Mayor's Office of Media and Entertainment (MOME) and The Center for Communication today announced this fall's line-up of six new programs offered to New Yorkers interested in professions in media, tech, filmmaking, and more. In celebration of MOME's 50th anniversary year, the "Made in NY Talks" lineup features more leading executives and creators across the media and entertainment industries, who will provide insight into the inner workings of the business and invaluable perspective on the rapidly evolving landscape.

"New York City's media and entertainment industry is booming, and the opportunities available to New Yorkers for work in these fields are unprecedented," said MOME Commissioner Julie Menin. "The 'Made in NY Talks' offer an inside look at how organizations in these industries function, and how leaders got to where they are today. I thank the Center for Communication for their ongoing partnership, allowing New Yorkers to learn about careers in film and television at no cost."

"We're pleased to have MOME's partnership in offering these dynamic forums, which help inspire and open doors for a diverse community of students and young professionals eager to be a part of New York's flourishing media industry," said Max Robins, executive director of the Center for Communication.

This partnership advances the goals of the Center for Communication and MOME to foster inclusivity in the media and entertainment industry and build a diverse, skilled workforce that will help further strengthen the city's thriving media and tech sectors. Admission to "Made in NY Talks" events is free, and attendees are encouraged to register on the Center for Communication website. These events will be recorded and available for viewing on the Center's website. They will also air on NYC Media, the official TV and radio network of New York City.

The fall series includes the following events:

#### Media + Tech: Where The Jobs Are

Thursday, October 6

6:30 to 8:00 pm

Kumblé Theater at LIU Brooklyn, Flatbush Avenue

Leading recruiters from the hottest operations in the business discuss the dynamic opportunities available in the booming media and tech sector and share insight on the do's and don'ts of the job search. Brush up on the skills you need to land a position in this exciting field.

- Doug Melville, Chief Diversity Officer, TBWA Worldwide
- Dan Geiger, Recruiter, BuzzFeed
- Katie Hopkins, Technical Recruiter, Mic
- Lauren Newton, Recruiter, Refinery29
- Moderator: Peter Brooks, Head of Search Marketing, The Muse

#### The Faces Behind Podcasting

Thursday, October 13

6:30 to 8:00 pm

The New School, Theresa Lang Center, 55 West 13th Street, Manhattan

As podcasts thrive and grow in popularity, many hosts are becoming household names. Find out how they developed the idea for their show; how they generate new ideas and produce each episode; and how they sustain interest and grow an audience through social media and newsletters.

- Paula Szuchman, Vice President, On-Demand Content, WNYC and WNYC Studios
- Aisha Harris, Culture Writer and Editor, Slate; Host, 'Represent' podcast
- Brittany Luse, Producer/Host, 'Sampler' podcast, Gimlet Media
- Moderator: Lisa Tobin, Executive Producer for Audio, The New York Times

#### Screening: Hamilton's America

Monday, October 24

6:30 pm

St. Francis College, Founders Hall, 182 Remsen Street, Brooklyn

Hamilton's America takes you into "the room where it happened," the creation of the hottest show on Broadway. Watch on the big screen this PBS Great Performances documentary that follows creator and star Lin-Manuel Miranda and the team behind the Tony Award winning musical. Hamilton's America features interviews with the amazing talent behind the show, as well as scenes from Hamilton, and never-before-seen footage. After the screening, hear from the documentary team who captured this groundbreaking journey.

- Alex Horwitz, Director
- Nicole Pusateri, Producer
- Brett Mason, Editor
- Bryant Fisher, Director of Photography

#### In Conversation: LGBTQ News Coverage and the White House Run

Wednesday, November 2

6:30 to 8:00 pm

The New School, Theresa Lang Center, 55 West 13th Street, Manhattan

In recent years there has been a profound shift in mainstream media coverage of LGBTQ issues: what was once marginal is a vital element of campaign news. Journalists at BuzzFeed, Mic, and Fusion discuss their approach to writing and reporting on LGBTQ issues; how they work with their teams to find and report stories; and how this election year has been a watershed for the LGBTQ community.

- Mathew Rodriguez, Staff Writer (Identities), Mic
- Laura Feinstein, Head of Social Stories, Fusion
- Shannon Keating, LGBT Editor, BuzzFeed News
- Moderator: Jessica Morris, Senior Vice President and Partner, FleishmanHillard

The New Tastemakers: Viceland and Cultural Criticism

Monday, November 7

7:00 to 8:30 pm

SVA Theatre, 333 West 23rd Street, Manhattan

When it debuted in February, Viceland pledged to buck the conventional wisdom that millennials will continue to flee TV. In their initial slate of programming, Viceland has introduced programs with unique voices, shedding light on aspects of our culture (food, music, travel, fashion, film), making these subjects personal, and helping viewers understand the world that we live in. See how they do it.

- Nomi Ernst Leidner, SVP of Development, Viceland
- Nick Weidenfeld, President of Programming, Viceland
- Moderator: Steven Rosenbaum, CEO, Waywire.com

Screening: Creating Gotham

Monday, November 14

6:30 pm

SVA Theatre, 333 West 23rd Street, Manhattan

Fox's Batman prequel series Gotham uses the backdrop of New York to re-create the timeless noir look of the comic books and feature films that have shaped our image of Bruce Wayne's hometown. Each scene is set in an old and new New York-like world—a metropolis at once familiar yet also distinctly its own place. As the show enters its third season, hear from the team responsible for creating the atmospheric look and feel of Gotham City.

- Danny Cannon, Gotham Executive Producer/Director
- Ken Woodruff, Gotham Executive Producer
- Moderator: Shruti Ganguly, co-founder, Fictionless



## THE PALEY CENTER FOR MEDIA



### THE PALEY CENTER FOR MEDIA ANNOUNCES PALEYFEST: MADE IN NY OCTOBER 6-19, 2016

Event Part of The Mayor's Office of Media & Entertainment's 50<sup>th</sup> Anniversary Campaign

**The Daily Show, Elementary, and Homeland are the First Shows to be Announced in the  
Star-Studded Lineup of Premier Screenings and Cast Events**

**The Paley Center for Media, the Mayor's Office of Media & Entertainment, and The Verizon  
Foundation to Present PaleyImpact Event**

**Official Media Sponsor Hulu to Exclusively Stream Clips from the Event; Citi Returns as the  
Official Card**

**NEW YORK, NY, August 24, 2016** – The Paley Center for Media today announced the return of the ultimate TV fan festival, PALEYFEST: MADE IN NY. This two-week celebration of television brings together the cast and creative teams of today's most acclaimed and applauded TV shows for premier screenings and interactive panel events. This celebrated event will also be part of The Mayor's Office of Media & Entertainment's 50<sup>th</sup> Anniversary Campaign, which highlights the importance of the television and film industry in the city. PaleyFest: Made in NY will take place October 6-19 at The Paley Center for Media in New York City.

Emmy Award-winning series *Homeland* from Showtime and Fox 21 Television Studios, critically acclaimed series *The Daily Show with Trevor Noah* from Comedy Central, and fan-favorite *Elementary* from CBS are among the TV hits included in the star-studded line-up of events, with more shows and talent to be announced at a later date.

"When PaleyFest: Made in NY debuted in 2013, it made an immediate impact and quickly solidified its place as New York's must-attend, fall entertainment event," said Maureen J. Reidy, President and CEO of The Paley Center for Media. "The Paley Center for Media is thrilled to continue the PaleyFest: Made in NY tradition, and we're even more thrilled to be part of The Mayor's Office of Media & Entertainment 50<sup>th</sup> Anniversary Campaign, celebrating the City's continued importance and influence in the television landscape."

"As we celebrate our 50th Anniversary year, we are also celebrating the enormous growth of television shows filming in our city than at any time before," said Julie Menin, Commissioner of the Mayor's Office of Media and Entertainment. "With 52 primetime episodic series currently calling New York City home we are a proud TV town. Our continued partnership with the Paley Center and this year's incredible PaleyFest: Made in NY lineup highlights the incredible content and stories that can be told in New York City."

As part of PaleyImpact, the Paley Center and The Mayor's Office of Media & Entertainment will explore recent portrayals of mental illness on television, with actors, writers, advocates, and mental health experts.

Additionally, as part of the Verizon Innovative Learning initiative, The Verizon Foundation will support an education program: FROM STEM TO SCREEN: INSPIRING TOMORROW'S CREATORS. This early-career networking event will connect local students with entertainment professionals to address why STEM skills are key to some of entertainment's most exciting careers.

As official media sponsor of PaleyFest, Hulu will be the exclusive streaming home to a selections of clips and the full-length discussions throughout the festival. Subscribers can view footage from the event by visiting [hulu.com/paleyfest](http://hulu.com/paleyfest).

Citi returns as the official card of PaleyFest NY, offering its cardmembers special presale access to tickets. Paley Center Supporting and Patron Members and Citi cardmembers can purchase presale tickets beginning September 13 at noon ET. Tickets go on sale for Paley Center Individual Members on September 15 at noon ET, and to the general public on September 16 at noon ET. To purchase tickets, please visit [paleyfest.org](http://paleyfest.org) or download the Paley App at [paley.me/paleyfest](http://paley.me/paleyfest).

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#### **About The Paley Center for Media**

The Paley Center for Media, a 501(c)(3) nonprofit organization with locations in New York and Los Angeles, leads the discussion about the cultural, creative, and social significance of television, radio, and emerging platforms for the professional community and media-interested public. Drawing upon its curatorial expertise, an international collection, and close relationships with the leaders of the media community, the Paley Center examines the intersections between media and society. The general public can access the collection and participate in programs that explore and celebrate the creativity, the innovations, the personalities, and the leaders who are shaping media. Through the global programs of its Media Council and International Council, the Paley Center also serves as a neutral setting where media professionals can engage in discussion and debate about the evolving media landscape. Previously known as The Museum of Television & Radio, the Paley Center was founded in 1975 by William S. Paley, a pioneering innovator in the industry. For more information, please visit [paleycenter.org](http://paleycenter.org)

###

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## SERENADE FOR HAITI

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**Expected to Attend:** Owsley Brown; cinematographer Marcel Cabrera; David César, Bernadette Williams, Marc Valens, Laquita Mitchell and Kiera Duffy

**WORLD PREMIERE** Since 1956, Sainte Trinité Music School has brought classical music into the lives of thousands of Haitians. Its director, Father David Cesar, has established music programs throughout the island nation, helping make music education accessible to all. In the wake of 2010's catastrophic earthquake, the school is destroyed — but Father Cesar, his faculty and their students refuse to let Sainte Trinité disappear. Filmed over seven years, *Serenade for Haiti* is a poignant testament to resilience, hope and the power of music.

Screening with David Freid's *High Chaparral*. An unconventional Swedish amusement park serves a new, unanticipated purpose.

*The encore screening of SERENADE FOR HAITI is co-presented with the Mayor's Office of Media and Entertainment and part of 50 Years of Magic, celebrating 50 years of film and TV production in New York City.*



## HIGH CHAPARRAL

**NYC PREMIERE** A theme park celebrating America's mythic Wild West in wintery Sweden becomes a welcoming home for refugees fleeing the Syrian civil war. This film screens before the film SERENADE FOR HAITI

[Read More »](#)

**Section:** Sonic Cinema

**Themes:** African-American International Music Subtitled Youth

**Official Site:** <http://www.serenadeforhaiti.com>

**On Twitter:** SFHfilm

**Director:** Owsley Brown

**Producer:** Owsley Brown, Anne Flatté, Christy McGill

**Cinematographer:** Marcel Cabrera

**Editor:** Gina Leibrecht, Eva Ilona Brzeski, Jeff Boyette

**Running Time:** 70

**Language:** English, French, Haitian Creole

**Country:** USA

**Year:** 2016

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# THE MAYOR'S OFFICE OF MEDIA AND ENTERTAINMENT

DECEMBER 2016 UPDATES



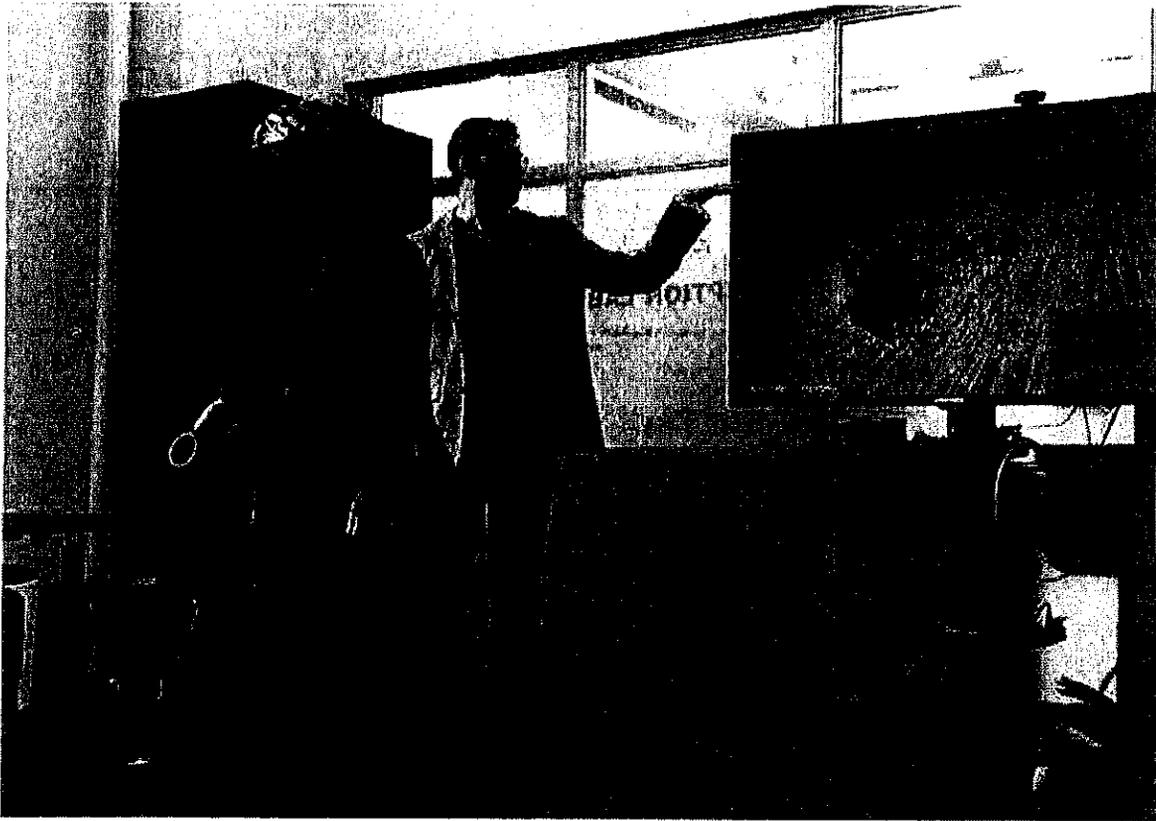
## MOME, AND THE FEIRSTEIN GRADUATE SCHOOL OF CINEMA LAUNCH CITYWIDE SCRIPT COMPETITION



MOME and Brooklyn College's Feirstein Graduate School of Cinema have announced the launch of a citywide scriptwriting contest highlighting stories by, for, or about women in New York City. Two winners will be chosen to have their scripts developed into pilots that will air on NYC Media.

[Click here to learn more and apply by January 13.](#)

**NYC ECONOMIC DEVELOPMENT CORPORATION AND MOME ANNOUNCE  
PLAN FOR VR/AR LAB**



On December 14, NYCEDC and MOME announced plans for a City-supported Virtual Reality and Augmented Reality (VR/AR) lab.

[Read more In Fortune Magazine.](#)

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**MOME RECEIVES GOTHAM APPRECIATION AWARD, GIVES 'MADE IN NY'  
HONORS AT THE 2016 GOTHAM AWARDS**



On November 28, Deputy Mayor Alicia Glen and MOME Commissioner Julie Menin accepted the Gotham Appreciation Award at IFP's 2016 Gotham Awards, celebrating the year's best performances in independent cinema. The award was given to MOME in recognition of the agency's 50th anniversary and its legacy of supporting storytelling in New York City. Deputy Mayor Glen and Commissioner Menin then gave "Made in NY" awards to Aziz Ansari, the star, writer and creator of "Made in NY" hit *Master of None*; and Judith Light, award-winning actress, producer, and activist.

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## **PALEY CENTER STEM TO SCREEN EARLY-CAREER NETWORKING FORUM IN PARTNERSHIP WITH MOME**



On December 3, MOME partnered with the Paley Center and Verizon to host a forum for local high school students on STEM career paths in media and entertainment. During the half-day session, 175 students heard from stars of "Made in NY" television series about their careers, and then moved into a speed networking session with professionals working on some of New York City's popular television and film productions. The session featured Marvel's "Luke Cage" breakout female lead Simone Missick sharing her journey of perseverance that catapulted her to success and leading roles in multiple Marvel Television productions.

**MOME AND THE 'MADE IN NY' MEDIA CENTER BY IFP ANNOUNCE RECIPIENTS OF "MADE IN NY FELLOWSHIPS"**

On December 5, MOME Commissioner Julie Menin and the 'Made in NY' Media Center by IFP announced the recipients of the second year of "Made in NY Fellowships," a year-long program to provide expanded resources and opportunities for New Yorkers to bring their media projects to the next level.

[Read more in Filmmaker Magazine.](#)

Tune in to NYC Media, the official broadcast network of the City of New York, highlighting arts and culture, entertainment and lifestyle, and the people and places that make NYC unique. [View the full schedule.](#)



**PUT ON YOUR CALENDAR**

**New "Made in NY" TV productions releasing in January:**

- Sesame Street (January 7, HBO)
- Sneaky Pete (January 13, Sneaky Pete)
- Homeland (January 15, Showtime)
- Z: The Beginning of Everything (January 27, Amazon Prime)

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**Mayor's Office of Media and Entertainment**  
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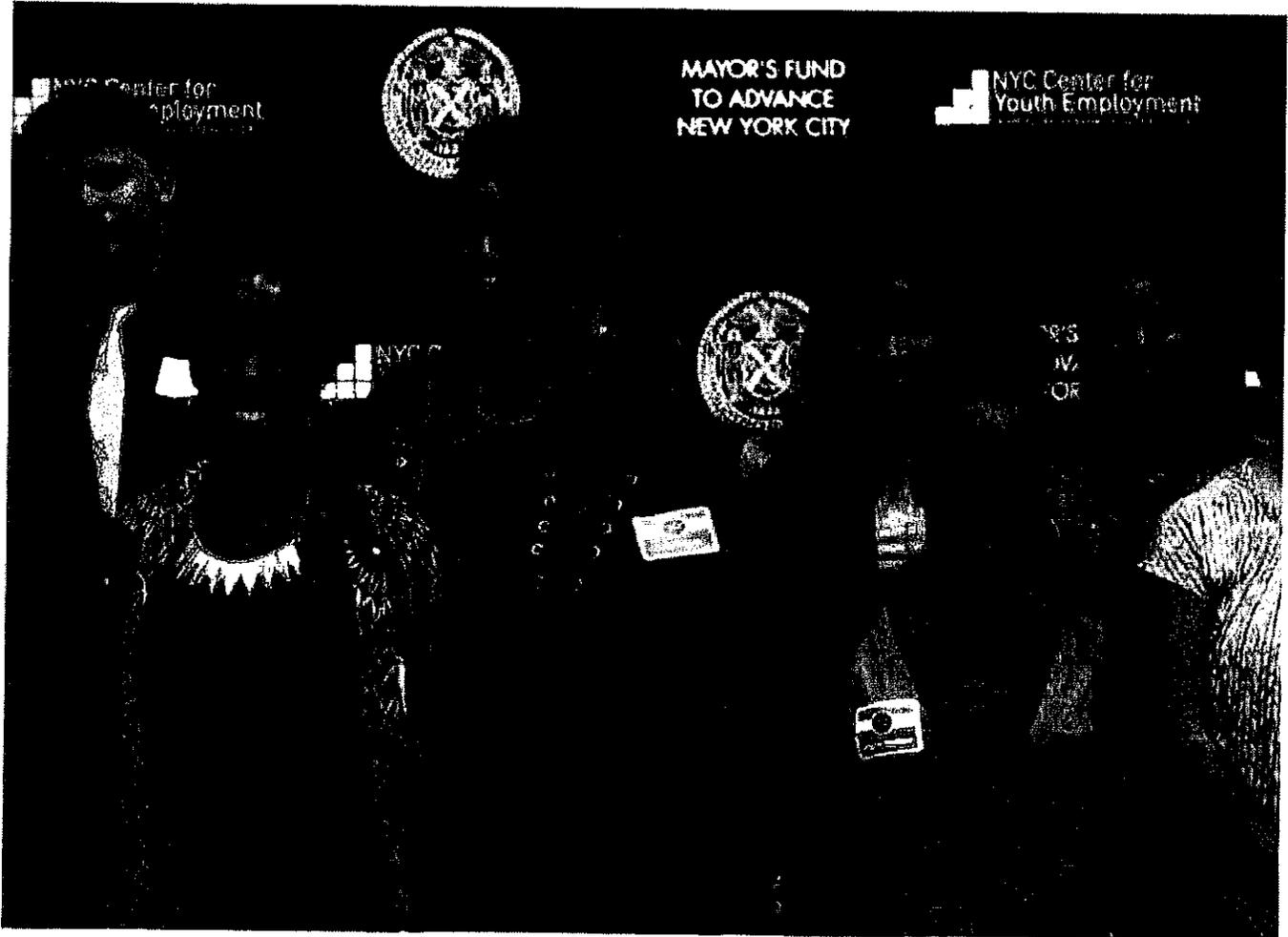
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# Mayor's Office of Media and Entertainment Creates Hundreds of Summer Learning Opportunities for NYC Students





This summer, the Mayor's Office of Media and Entertainment (MOME) supported several summer initiatives intended to open the door to media and tech jobs for New York City students. Presented in partnership with sister City agencies including the Department of Education (DOE), the Department of Youth and Community Development (DYCD), the Mayor's Fund, and the Department of Small Business Services (SBS), these programs – ranging from web programming and engineering to theatre and film production – provided New York City middle school, high school and college students with hands-on experiences that will help them succeed in the next steps of their education or career.

"New York City's thriving media and entertainment sectors offer incredible opportunities to build a meaningful career," said MOME Commissioner Julie Menin. "We are proud to have partnered with a number of City agencies this summer in an effort to provide young New Yorkers with meaningful learning experiences in these fields, and expose them to what's possible in their future careers. Whether it's through coding or film production or theater set design, these initiatives allowed students to have hands-on experiences that will enrich their future learning and career choices for years to come."



In partnership with sister agencies, MOME presented three summer programs for high-school and college-aged New York City students. They include:

### **Brooklyn Tech Triangle Internship Program**

In partnership with SBS, the Brooklyn Tech Triangle Internship Program paired undergraduate students at the New York City College of Technology (City Tech) with talented web developers and programmers, media specialists, designers, and engineering technologists at innovative organizations in the 'Brooklyn Tech Triangle' business district. Since its inception in the summer of 2013, over 320 students have completed a three-month internship at more than 70 different technology firms throughout DUMBO, Downtown Brooklyn and the Brooklyn Navy Yard.

### **Ladders for Leaders**

Presented in a unique partnership with DYCD and the Mayor's Fund, the Ladders for Leaders program enables highly-trained and well-prepared New York City students to receive compensated summer work experience in a wide range of industries. This summer, MOME connected over 100 high school and college students with hands-on learning opportunities in TV and film production, media, theater, and technical internships, with the long-term goal of developing a pipeline into "below the line" production, media, theater, and advertising jobs.

Five-thousand 11th and 12th grade students are currently enrolled in the DOE's Career and Technical Education Media, Technology & Design Program that encompasses media, advertising, and theater. School principals report that only 10% of the students in the program are able to get experience in the media & entertainment industry through internships before graduation. It is often the case that students are forced to choose between unpaid internship opportunities in the sector, versus paid opportunities elsewhere. MOME's funding of internships and recruitment of employers across the five boroughs opened the door to careers and good-paying jobs in the industry for these students.

### **Summer Arts Institute**

For the first time this summer, MOME provided funding for the DOE Summer Arts Institute (SAI), a free, intensive summer learning program for high-achieving New York City public school student artists entering grades 8-12. SAI is designed for advanced-level study and portfolio development in a particular artistic discipline. Over 1,500 students audition each year to spend the summer working with art specialists, partnering cultural organizations, and guest artists. Institutional partners for SAI in past years have included the American Ballet Theatre, Roundabout Theatre Company, Theatre for a New

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Audience, and Tribeca Film Institute. MOME's participation in SAI allowed 75 students to receive hands-on training in the disciplines of theatre and film. 350 talented young New Yorkers participated in SAI this year.



## Careers and Internships

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## Careers

Are you interested in a career in City government? Looking for work in television? Click here to find available positions for NYC Media.

## Internships

The Mayor's Office of Media and Entertainment is a single entity consisting of the Office of Film, Theatre and Broadcasting (OFTB); NYC Media, the official network of the City of New York. MOME aims to develop the City's diverse media functions, encourage local economic activity in the entertainment industry as well as spur the development of new media. The mission of MOME is to enhance government communications by making information more accessible to the public and to leverage technology to aid in transparency.

Fall, spring and summer internships are available and ideal for students interested in broadcasting, production, marketing, digital media, and government relations, particularly in New York City.

<b>Internship Session</b>	<b>Months</b>
FALL	August/September to December
WINTER/SPRING	January/February to May
SUMMER	May/June to August/September

**COMMITMENT:** Interns must be able to work 2-3 days per week from 9am to 5pm for a minimum of 3 months to a maximum of 5 months.

**COMPENSATION:** Internships are unpaid. Applicants must be currently enrolled in a college or university and be able to show proof of residence in NYC during the period of the internship.

Internship Opportunities in Marketing, Education, Digital, Web, Legal and Press & Communications at the Mayor's Office of Media and Entertainment.

Internship Opportunities in Production at NYC Media.

