



JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



December 10th, 2021

Production Stagehand (Regular, Full-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all of the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associates degree or equivalent TV broadcast experience Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75- pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Production-Stagehand_R50016894

To apply for a specific open position, click the link following each posting or go to

<https://www.fox2detroit.com/jobs>

NO PHONE CALLS PLEASE. EOE/M/F/Veteran/Disabled

A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Engineering Technician (Regular, Full-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Engineering Director of Operations, must show proficiency in the operation of the Sony ELC production automation system, Grass Valley iTX (or similar programs), as well as various types of broadcast equipment for the purpose of producing Live News, Sports, Local Productions, and daily On-Air Programming transmission integrated with commercial content. Operate various automated television production equipment to maintain On-Air television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic, as well as Hub-based personnel to produce the highest quality On-Air production. Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality newscast possible. Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production Producers to create the highest quality Sports and local productions possible. Perform other related duties as deemed appropriate and as assigned.

Associate Degree or equivalent broadcast experience required. Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.
https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Engineering-Technician_R50016895-1

Relief Technician (Temporary, Part-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Engineering Director of Operations, must show proficiency in the operation of the Sony ELC production automation system, Grass Valley iTX (or similar programs), as well as various types of broadcast equipment for the purpose of producing Live News, Sports, Local Productions, and daily On-Air Programming transmission integrated with commercial content. Operate various automated television production equipment to maintain On-Air television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic, as well as Hub-based personnel to produce the highest quality On-Air production. Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality newscast possible. Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production Producers to create the highest quality Sports and local productions possible. Perform other related duties as deemed appropriate and as assigned. Associate Degree or equivalent broadcast experience required.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Relief-Technician_R50016930-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Account Executive (Regular, Full-Time)

Maintain and improve existing clients and target prospective customers to sell comprehensive advertising campaigns utilizing all platforms including television, and digital performing the following duties:

- Responsible for obtaining revenue goals in all facets including existing accounts, new business, zero share business and digital.
- Meet regularly with sales management and digital team to communicate sales goals, new business development and forecasts.
- Proficient in negotiation skills utilizing NSI LPM ratings, and qualitative research,
- Possess strong written and oral communication skills including strong presentation skills.
- Ability to identify and target new business opportunities and hit quarterly sales goals as assigned.
- Call on prospective clients and present outlines of various programs, packages and opportunities for both linear and non-linear platforms.
- Create and present marketing plans to encourage the use of FOX in their advertising mix.
- Process all paperwork related to account lists accurately, completely and in a timely manner.
- Work with Credit Manager to ensure appropriate credit references are furnished and timely payments are received for business sold.
- Demonstrate responsibility for any and all equipment issued by FOX.
- Represent WJBK FOX 2 in a professional manner at all times.
- Regular attendance.
- Comply with all Fox Corporation computer requirements – myfoxpay, Navigator training, password protection, computer usage, etc.
- Comply with all Fox Corporation and Station policies – Anti-Bribery & Anti-Corruption, Insider Trading, etc.
- Duties as assigned.
- Entertain clients.
- Local/regional travel.

Bachelor's degree (B.A.) from a four-year college or university preferred. Minimum five year's sales/advertising experience. Possess proficient skills in Word, Excel and Power Point (a plus). Knowledge of Wide Orbit preferred. Extremely organized, self-motivated, sales driven, team-oriented, works well under pressure in a fast paced environment. Good listening skills along with relationship building qualities. Must maintain a valid driver's license.
https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Account-Executive_R50016893-1

News Photographer (Regular, Full-Time)

Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including: tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both inhouse and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Perform other duties as deemed appropriate and as assigned.

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Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of four years' experience as a news photographer/editor. Knowledge of basic journalism and production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.
https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Photographer_R50016888-1

Newscast Director (Temporary, Part-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Director for live broadcasts. The Director will work closely with producers and other employees on rundown preparation, segment design and graphic presentation. Lead implementation of new concepts/ideas for newscasts. Provide editorial input as it relates to development of engaging story telling. Establish quality control and consistent look from the various technical operational positions. Responsible for post show review, trouble shooting and technical problem solving. Other duties as deemed appropriate and as assigned.

Proven ability to lead production and editorial staff during live programming, as well as, knowledge of broadcast industry, particularly as it pertains to the production of local news programming, required. Ability to contribute ideas about best practices and most compelling story telling techniques. Must understand technical terms used in control rooms. Able to adapt to a fast-paced quickly changing environment and lead others through these changes in a clear, concise and calm manner. Ability to establish and maintain harmonious relationships with station personnel. Must be able to code for ELC operated live newscast. Bachelor's degree in Journalism or related field or equivalent work experience. Three to five years experience as a broadcast director, preferable in news, required.
https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Newscast-Director_R50016910-1

Reporter/Anchor (Regular, Full-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Reporter/Anchor. Must bring hustle, originality, innovations, and commitment to the job every day. Will be expected to establish contacts and develop original story ideas. Must write and report with fairness and clarity and be an outstanding storyteller and on-air performer. Must have demonstrated proficiency in the use of social media to interact with news viewers and expand the reach of our news operation. We require an individual who communicates with a diverse audience in a concise yet comfortable manner. This person will be able to recognize important issues and meaningful developments in continuing stories. The job requires composure in breaking news situations and command of a spectrum of topics including hard news, entertainment, and popular culture. Knowledge of the Detroit market a plus. Other duties as deemed appropriate to be assigned.

Bachelor's degree in Communications and Journalism or related field or equivalent experience required. A minimum of three years of journalism background and television reporting experience required. Must possess strong social media skills. Must have a broad working knowledge of police procedures, the court system, and municipal, state and federal operations. Also, must have strong knowledge of legal and ethical parameters of reporting for mass media. Strong working knowledge of the technical aspects of television news production required, including digital and web-based newsgathering tools. Must be able to use newsroom computer systems.
https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Reporter-Anchor_R50016889-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Per Diem Assignment Editor (Temporary, Part-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

[https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50016552-](https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50016552-1)

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Accounting & Finance Manager (Regular, Full-Time)

WJBK - FOX 2 is seeking a Finance & Accounting Manager to join our team! We're looking for someone who will be responsible for the day-to-day accounting and finance functions at the station overseeing A/P, Payroll, Fixed Assets, General Accounting and Financial Reporting.

JOB DESCRIPTION:

In this position, you must demonstrate logic and critical thinking skills and have the latitude to effectively handle most accounting related situations. You will lead the monthly close process, monthly forecast process, quarterly footnote and analytical review process, review annual tax package, oversee SOX testing, assist in preparation of station budget and review station expenses and make recommendations on cost savings and efficiencies.

REQUIREMENTS:

Bachelor's degree or higher in Finance or Accounting. Minimum of five years of experience in finance/accounting. Experience within the media/entertainment industry preferred. Experience managing at least 2+ employees required. Thorough knowledge and understanding of GAAP required. CPA preferred but not required. Working knowledge of Workday, Coupa and Wide Orbit preferred. Advanced proficiency in Microsoft Excel (VLookup, Pivot Tables).

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Accounting---Finance-Manager_R50016365-1

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JOB OPPORTUNITIES

Traffic Assistant (Regular, Full-Time)

WJBK's Traffic Department is seeking an individual for an immediate opportunity as a Traffic Assistant. Individual will be responsible for the accuracy of commercial spot placement, managing the inventory to ensure separation and maximization of inventory. Works closely with Sales Managers to ensure inventory is not unsold.

Maintains related reports. Individual prints and distributes daily log and provide support to traffic personnel. In addition, candidate also serves as backup in Copy by maintaining commercial information to ensure accuracy of commercials aired. Responsibilities include maintaining commercial files, contacting ad agencies, and gathering materials for production. Other duties as deemed appropriate to be assigned.

Prior experience in Traffic preferred. Experience with Wide Orbit or other Traffic system a plus. Requires a detail-oriented individual with excellent communication, organization, and interpersonal skills. Ability to work under strict deadlines in a fast-paced environment is essential. Able to work overtime when necessary. High school diploma or equivalent required. College degree preferred.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Traffic-Assistant_R50016266

Director Engineering (Regular, Full-Time)

Essential Job Duties:

- Directly supervise the Engineering Maintenance Department.
- Supervise the installation, maintenance, and repair of all technical equipment necessary to establish and foster a sound technical facility from which our creative and editorial personnel may work to produce major market News and Programming content.
- Track the progress of any problem from assignment to a Maintenance Technician, through the return and checkout by the problem's originator.
- Develop a preventive maintenance schedule and perform preventive maintenance or safety inspections, on all electronic systems, thereby reducing the probability of equipment failure or accidents.
- Set engineering procedures and policies with the approval of the VP of Engineering/Operations.
- Oversee maintenance of ancillary equipment and operations, including station generators and building systems.
- Minimally once per year conduct a full-facility drill on emergency power systems.
- Purchase replacement parts and equipment for the Engineering Department as directed by the VP of Engineering/Operations.
- Work with IT department to ensure all broadcast systems are compliant with FOX policies.
- Work with the VP of Engineering/Operations and Director of Broadcast Operations to manage operating budgets for the Engineering Department.
- Host weekly group meetings and daily individual meetings with the Engineering Maintenance staff to determine day-to-day objectives and gauge the progress of long-term goals as determined by daily meetings with the VP of Engineering/Operations.
- Facilitate ongoing continuing education on new technologies and train the Maintenance staff on new systems and operations.
- Work directly with the News Department to plan and implement special production and event coverage as necessary.

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JOB OPPORTUNITIES

- Along with the Director of Broadcast Operations, determine the source of all on-air technical problems or mistakes and take any necessary action to prevent such mistakes from reoccurring.
- Working with the Director of Broadcast Operations, purchase and maintain a supply of all spare ENG equipment necessary to keep the technical staff fully operational at all times.
- Maintain an inventory of the equipment utilized in the entire ENG operation.
- With the VP of Engineering/Operations and Director of Broadcast Operations, address crew concerns and disciplinary issues promptly and consistently, following HR and FOX policies.
- Coordinate with the VP of Engineering/Operations and the Director of Broadcast Operations to develop technical procedures and implementation of new equipment.

Candidate must have a minimum 5 years of experience in the television industry with solid design engineering and troubleshooting skills. A degree in Engineering, Broadcast, or IT related field is preferred. Prior management skills, similar position held and/or training experience is highly desired. Strong working knowledge of digital video systems, network and IT is required. Strong follow-through, record keeping, written communication, and interpersonal skills required.

- Background in digital audio/video technologies at all levels of production.
- Data network, data communications, computer systems and broadcast technologies experience.
- Working knowledge of computer operating systems (Windows, Linux, Oracle, etc.) and security patching.
- Knowledge of multi-channel station automation and servers.
- File-based newsroom workflows, editing experience and newscast automation.
- HD routing switchers, production switchers and audio matrix, cameras, robotics and multi-viewers experience
- Satellite commercial delivery systems knowledge –Pitch Blue, Pathfire, etc.
- Understanding of ATSC 1.0 & 3.0 signals, MPEG2, MPEG4, DOLBY AC3, CALM ACT, EAS, CAP.
- Demonstrated ability to lead, manage and motivate a team.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Director-Engineering_R50015753-1

Promotion Producer Digital (Regular, Full-Time)

Fox 2 Detroit is seeking a high-energy Promotion Producer (Digital) to join our Creative Services staff. A significant responsibility of a Promotion Producer (Digital) is the development of digital and social marketing content. In coordination with the FOX 2 Digital content team, this position will take the lead on all promotional, marketing and sponsored digital content. Strong writing skills, sound news judgment and the ability to work and write compelling copy in a short timeframe is essential. The Promotion Producer (Digital) will work primarily with Creative Services but also directly with the Digital news team to coordinate promotional and sales-related content. The Promotion Producer (Digital) will develop, write, produce, and often edit promotional branding spots and social media elements, in conjunction with or as assigned by the Vice President of Creative Services or the Promotion Manager. Development of ideas, treatments, scripts and storyboards are required. Hands-on editing skills and a keen understanding of the most current postproduction processes are a must. The Promotion Producer (Digital) position will often work directly with Fox 2 News anchors, reporters and videographers. Having a clear, concise and compelling action plan for all in-studio and on-location shoots is a must. Perform other duties as deemed appropriate and as assigned.

Knowledge, Abilities and Skills: Strong organizational and communication skills. Prior digital, promotion and creative writing experience. Prior Social Media and digital content experience. Prior branding and project-based idea development experience. Ability to work proactively in groups and teams. Ability to work effectively on quick turnaround projects.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Minimum Qualifications, Education and Experiences Education: Minimum Bachelor's degree or equivalent broadcast experience. Experience: Minimum 1-2 years' experience working in a TV broadcast (or similar) Creative Services or Promotion Department. Digital video editing experience a plus.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Promotion-Producer---Digital_R50015486

Sales Assistant-FLX (Regular, Full-Time)

We are looking for a Sales Assistant to join FOX Television Stations FLX OTT platform. As a member of the team, you will work in a fun, fast-paced and fluid environment. You will work with sales leadership, AE's and marketing on all aspects of the pre and post sales process.

Assist Local Account Executives in the Fox Local Extension (FLX) sales department. (OTT/Digital ad sales) General administrative work, manage pipelines, CRM. Order processing. Assist AE's on prospecting, research gathering, sales planning, invoicing. Act as liaison between AE's agency buyer and clients.

Excellent communication skills. MS Office applications. Organization and prioritization skills. Knowledge of local TV marketplace. Willingness to learn and grow. Customer (internal and external) focus. Wide Orbit experience a plus. Ability to work under pressure and be a team player.

Knowledge of Wide Orbit software helpful; College degree and digital experience preferred but not required.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Sales-Assistant---FLX_R50014689

Account Executive (Regular, Full-Time)

We're looking for an experienced OTT salesperson to manage, develop, assist and service business for the Fox local extension OTT platform (FLX).

Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



FOX 2/WJBK

**Job Posting
Human Resources Director**

02/15/2022

Fox Television Stations, Inc.

PERSONNEL REQUISITION

INSTRUCTIONS:

1. PERSONNEL REQUISITION FORM MUST BE THOROUGHLY COMPLETED AND APPROVED BY APPROPRIATE MANAGERS AND RECEIVED BY THE HUMAN RESOURCES DEPARTMENT FOR POSTING.
2. OBTAIN DEPARTMENT HEAD'S APPROVAL BEFORE SENDING PERSONNEL REQUISITION TO THE HUMAN RESOURCES DEPARTMENT.
3. APPROVED/OPEN POSITIONS MUST BE POSTED FOR NOT LESS THAN FIVE (5) BUSINESS DAYS BEFORE AN OFFER OF EMPLOYMENT CAN BE EXTENDED.

TO HUMAN RESOURCES:

PLEASE RECRUIT THE FOLLOWING:

ADDITION TO STAFF REPLACEMENT: Cynthia Smith

RECLASSIFICATION: _____
(INDICATE TITLE OF POSITION BEING RECLASSIFIED)

POSITION TITLE: Human Resources Director	HOME COMPANY: WJBK	HOME BUS. UNIT NO. 248-395-8624
JOB CODE NUMBER:	DEPARTMENT: Human Resources	

FULL TIME PART TIME REGULAR TEMPORARY: FROM _____ TO _____

WORK SCHEDULE: M-F/ 830a - 530p NUMBER OF HOURS PER WK: 40

DESIRED STARTING DATE: 1/10/2022 OVERTIME AS REQUIRED

<input checked="" type="checkbox"/> EXEMPT <input type="checkbox"/> NON-EXEMPT	<input checked="" type="checkbox"/> BUDGETED <input type="checkbox"/> NON BUDGETED	HIRING RANGE: \$105k - \$125k
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DESCRIBE POSITION'S ESSENTIAL JOB FUNCTIONS (e.g. THE BASIC JOB DUTIES THAT THE INDIVIDUAL MUST BE ABLE TO PERFORM, WITH OR WITHOUT REASONABLE ACCOMODATION):

HRD manages station's employee relations, employment programs and initiatives, recruiting & applicant tracking and affirmative action compliance. Works closely with other station management on recruitment, onboarding and performance management. Provides support and guidance in resolution in employee related issues including investigations and potential discipline.

DESCRIBE ESSENTIAL REQUIREMENTS, INCLUDING EDUCATIONAL REQUIREMENTS, EXPERIENCE REQUIREMENTS, PHYSICAL REQUIREMENTS, AND SKILLS & ABILITIES REQUIRED:

Position requires HR Management experience, Bachelor's degree in HR Management, Organizational Development or related discipline, or equivalent work experience. Requires effective writtent/verbal cmmunications, creative problem soling and conflict management and strong computer skills (applicant tracking, HRIS, JDE, PeopleSoft, Microsoft Office.

REQUESTED BY: _____ DATE _____
DEPARTMENT HEAD

APPROVED BY: _____ DATE _____ VP/FINANCE _____ DATE _____
DIRECTOR OF HUMAN RESOURCES

FINAL APPROVAL: [Signature] 12/15/21 _____ DATE _____ SR VP HUMAN RESOURCES _____ DATE _____
VP & GM MANAGER REGIONAL VP HUMAN RESOURCES

FOR HR USE ONLY

DATE FILLED: _____ SOURCE: _____

NAME OF NEW EMPLOYEE: _____ SALARY: _____ STARTING DATE: _____

JOB GROUP: _____ NON-UNION UNION

(Select from one of the following categories: Management, Professional Administrative, Professional Creative, Technician, Salesperson, Clerical-Administrative, Craftsperson, Laborer, Operative)

REMARKS: _____



FOX 2/WJBK

**Job Posting
News Photographer (Union Position)**

05/23/2022

JOB POSTING CHECKLIST

- ✓ FTS Career Site/foxcareers.com
- ✓ Fox2detroit.com
- ✓ WJBK Career Board
- ✓ MetPlus (cpitts@metplus.org) email job postings
- ✓ NATAS (michigannatas@gmail.com) email job postings
- ✓ FOX O & O's Email (All HR Directors)
- U.S. Jobs Vet Central (veteranjoblistings.org)
- Pure Michigan (<https://mitalent.org>) (Login: cynthia.smith@foxtv.com)
(Pass Word: CSmith16550!!!!)
- Handshake Website (app.joinhandshake.com)
(Login: cynthia.smith@foxtv.com)
(Pass Word: 2019encourage*#)
- ✓ Mailed Diversity Group

Brancato, Kimberley

From: Brancato, Kimberley
Sent: Thursday, July 22, 2021 12:59 PM
To: Ainsworth, Amber
Subject: Fwd: Updated Footer/Header
Attachments: Updated Job Postings 7-20-2021.docx

Get Outlook for iOS

From: Smith, Cynthia <Cynthia.Smith@FOX.COM>
Sent: Wednesday, July 21, 2021 7:50:26 PM
To: Brancato, Kimberley <Kimberley.Brancato@FOX.COM>
Subject: FW: Updated Footer/Header

THIS IS THE JOB POSTING OKAY TO POST.

From: Brancato, Kimberley
Sent: Wednesday, July 21, 2021 6:32 PM
To: Smith, Cynthia <Cynthia.Smith@FOX.COM>
Subject: Updated Footer/Header

Cynthia,

Please see the attached for your review and approval.

Thanks,
Kim

Brancato, Kimberley

From: Brancato, Kimberley
Sent: Thursday, July 22, 2021 12:54 PM
To: Ainsworth, Amber

Hi Amber this is Kim can you please call me 586-242-6646 it's regarding the job posting on the web thank you

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JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



July 20, 2021

Reporter/Anchor (Regular, Full-Time)

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer

(Regular, Full-Time)

Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including: tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both in-house and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Perform other duties as deemed appropriate and as assigned.

Qualifications: Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of four years' experience as a news photographer/editor. Knowledge of basic journalism and production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Photographer_R50015051

News Producer

(Temporary, Part-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Producer/Writer. Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily newsgathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called on upon to field produce or write for other newscasts. Will create graphics and edit video for air and booth live newscasts during breaking news. Other duties as deemed appropriate and as assigned.

Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum of three years' experience as a television newscast producer in a medium to major market. Candidate must have exceptional news judgment, good writing skills, knowledge of current events, excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented and a problem solver. The ability to react quickly, multi-task, handle situations and meet deadlines in fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Producer_R50014803-1

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EOE/M/F/Veteran/Disabled; A VEVRAA Federal Sub Contractor.



JOB OPPORTUNITIES

Per Diem Assignment Editor

(Temporary, Part-Time)

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The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers and others. Must cultivate and maintain sources for newsgathering purposes, and conceive enterprising stories unique to Fox 2.

The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our Website.

Will be expected to research, gather and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as, newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50014674

Sales Assistant-FLX

(Regular, Full-Time)

We are looking for a Sales Assistant to join FOX Television Stations FLX OTT platform. As a member of the team, you will work in a fun, fast-paced and fluid environment. You will work with sales leadership, AE's and marketing on all aspects of the pre and post sales process.

Assist Local Account Executives in the Fox Local Extension (FLX) sales department.

(OTT/Digital ad sales) General administrative work, manage pipelines, CRM.

Order processing. Assist AE's on prospecting, research gathering, sales planning, invoicing.

Act as liaison between AE's agency buyer and clients.

Excellent communication skills. MS Office applications. Organization and prioritization skills. Knowledge of local TV marketplace. Willingness to learn and grow. Customer (internal and external) focus. Wide Orbit experience a plus. Ability to work under pressure and be a team player.

Knowledge of Wide Orbit software helpful; College degree and digital experience preferred but not required.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Sales-Assistant---FLX_R50014689

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Account Executive

(Regular, Full-Time)

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Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

Job Code (13901)

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WJBK-TV DETROIT



July 20, 2021

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer (Regular, Full-Time)

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https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50014674

Sales Assistant-FLX (Regular, Full-Time)

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Assist Local Account Executives in the Fox Local Extension (FLX) sales department. (OTT/Digital ad sales) General administrative work, manage pipelines, CRM. Order processing. Assist AE's on prospecting, research gathering, sales planning, invoicing. Act as liaison between AE's agency buyer and clients.

Excellent communication skills. MS Office applications. Organization and prioritization skills. Knowledge of local TV marketplace. Willingness to learn and grow. Customer (internal and external) focus. Wide Orbit experience a plus. Ability to work under pressure and be a team player. Knowledge of Wide Orbit software helpful; College degree and digital experience preferred but not required.
https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Sales-Assistant--FLX_R50014689

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Account Executive (Regular, Full-Time)

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Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

Job Code (13901)

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<http://www.fox2detroit.com/jobs-at-fox-2-detroit>

EOE/M/F/Veteran/Disabled; A VEVRAA Federal Sub Contractor.

Brancato, Kimberley

From: Brancato, Kimberley
Sent: Wednesday, July 21, 2021 8:22 PM
To: cpitts@metplus.org
Subject: Updated Career Opportunities
Attachments: Updated Job Postings 7-5-2021.docx

To Whom it May Concern:

I have attached a current job posting for WJBK, FOX 2.
Please post to your website.

Thank you,
Kim



Kimberley Brancato
News, Administrative Assistant/
Custodian of Records
WJBK FOX 2 News
P.O. Box 2000/16550 West 9 Mile Road
Southfield, MI 48075
Direct: 248.552.5251
kimberley.brancato@fox.com



JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



July 20, 2021

Reporter/Anchor (Regular, Full-Time)

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer

(Regular, Full-Time)

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News Producer

(Temporary, Part-Time)

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JOB OPPORTUNITIES

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Sales Assistant-FLX

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Assist Local Account Executives in the Fox Local Extension (FLX) sales department.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

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Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

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Job Code (13901)

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Brancato, Kimberley

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News, Administrative Assistant/
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WJBK FOX 2 News

P.O. Box 2000/16550 West 9 Mile Road
Southfield, MI 48075

Direct: 248.552.5251

kimberley.brancato@fox.com



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July 20, 2021

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



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Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as, newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.
https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50014674

Sales Assistant-FLX (Regular, Full-Time)

We are looking for a Sales Assistant to join FOX Television Stations FLX OTT platform. As a member of the team, you will work in a fun, fast-paced and fluid environment. You will work with sales leadership, AE's and marketing on all aspects of the pre and post sales process.

Assist Local Account Executives in the Fox Local Extension (FLX) sales department. (OTT/Digital ad sales) General administrative work, manage pipelines, CRM. Order processing. Assist AE's on prospecting, research gathering, sales planning, invoicing. Act as liaison between AE's agency buyer and clients.

Excellent communication skills. MS Office applications. Organization and prioritization skills. Knowledge of local TV marketplace. Willingness to learn and grow. Customer (internal and external) focus. Wide Orbit experience a plus. Ability to work under pressure and be a team player. Knowledge of Wide Orbit software helpful; College degree and digital experience preferred but not required.
https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Sales-Assistant---FLX_R50014689

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NO PHONE CALLS PLEASE. EOE/M/F/Veteran/Disabled

A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Account Executive (Regular, Full-Time)

We're looking for an experienced OTT salesperson to manage, develop, assist and service business for the Fox local extension OTT platform (FLX).

Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

Job Code (13901)

To apply online for one or more of our open positions go to the following URL:

<http://www.fox2detroit.com/jobs-at-fox-2-detroit>

EOE/M/F/Veteran/Disabled; A VEVRAA Federal Sub Contractor.

Brancato, Kimberley

From: Brancato, Kimberley
Sent: Monday, August 30, 2021 11:28 AM
To: Rivers Tracey; 'Davis, Regina (FoxTV)'; O'hara, Kate (FoxTV); 'Baker, Mary (FoxTV)'; 'Robles, Nicole (FoxTV)'; 'Scott-nathan, Sharming (FoxTV)'; 'Adrienne Pritchett'; 'Nohr, Christine (FoxTV)'; 'Hanson, Heather (FoxTV)'; 'Rosas, Denise (FoxTV)'; 'Yuen, Bonnie (FoxTV)'; 'Morillo, Iraida (FoxTV)'; 'Sierra, Iris (FoxTV)'; 'Distefano, Linda (FoxTV)'; 'Frascella, Heather (FoxTV)'
Subject: Updated Job Postings
Attachments: Updated Job Posting 8-23-2021.docx

Good afternoon,

I have attached WJBK's current career opportunities.

News Producer, (Regular, Full-Time)
Promotion Producer Digital, (Regular, Full-Time)
News Photographer, (Regular, Full-Time)
Reporter/Anchor, (Regular, Full-Time)
Sales Assistant FLEX, (Regular, Full-Time)
Account Executive FLEX, (Regular Full-Time)
Please share these opportunities with your staff.

Kind regards,
Kim



Kimberley Brancato
News, Administrative Assistant/
Custodian of Records
WJBK FOX 2 News
P.O. Box 2000/16550 West 9 Mile Road
Southfield, MI 48075
Direct: 248.552.5251
kimberley.brancato@foxtv.com



JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



July 20, 2021

Reporter/Anchor (Regular, Full-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Reporter/Anchor. Must bring hustle, originality, innovations, and commitment to the job every day. Will be expected to establish contacts and develop original story ideas. Must write and report with fairness and clarity and be an outstanding storyteller and on-air performer. Must have demonstrated proficiency in the use of social media to interact with news viewers and expand the reach of our news operation. We require an individual who communicates with a diverse audience in a concise yet comfortable manner. This person will be able to recognize important issues and meaningful developments in continuing stories. The job requires composure in breaking news situations and command of a spectrum of topics including hard news, entertainment, and popular culture. Knowledge of the Detroit market a plus. Other duties as deemed appropriate to be assigned.

Bachelor's degree in Communications and Journalism or related field or equivalent experience required. A minimum of three years of journalism background and television reporting experience required. Must possess strong social media skills. Must have a broad working knowledge of police procedures, the court system, and municipal, state and federal operations. Also must have strong knowledge of legal and ethical parameters of reporting for mass media. Strong working knowledge of the technical aspects of television news production required, including digital and web-based newsgathering tools. Must be able to use newsroom computer systems.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Reporter-Anchor_R50015052

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer

(Regular, Full-Time)

Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including: tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both in-house and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Perform other duties as deemed appropriate and as assigned.

Qualifications: Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of four years' experience as a news photographer/editor. Knowledge of basic journalism and production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Photographer_R50015051

News Producer

(Temporary, Part-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Producer/Writer. Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily newsgathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called on upon to field produce or write for other newscasts. Will create graphics and edit video for air and booth live newscasts during breaking news. Other duties as deemed appropriate and as assigned.

Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum of three years' experience as a television newscast producer in a medium to major market. Candidate must have exceptional news judgment, good writing skills, knowledge of current events, excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented and a problem solver. The ability to react quickly, multi-task, handle situations and meet deadlines in fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Producer_R50014803-1

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https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Sales-Assistant--FLX_R50014689

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

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Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

Job Code (13901)

To apply online for one or more of our open positions go to the following URL:

<http://www.fox2detroit.com/jobs-at-fox-2-detroit>

EOE/M/F/Veteran/Disabled; A VEVRAA Federal Sub Contractor.

Dr. Jeffrey S. Smith,
Ass't Professor,
Internship Coordinator,
Central Michigan University
306 Moore Hall, Mt. Pleasant, MI 48859

L.A. Dickerson, Journalism Department
Michigan State University
343 Communications Arts & Science Bldg.
East Lansing, MI 48224-1212

Dr. Valerie Palmer-Mehta, Internship
Director
Oakland University
2200 N Squirrel Rd.
Rochester, MI 48309-4401

Mary Lytle
Program Director
Livingston Mediation Center
123 E. Washington, Box 138
Howell, MI 48843

Dick Kernan, VP of Industry Relations
Specs Howard School of Media Arts
19900 W. Nine Mile Road
Southfield, MI 48075

Alicia Nails, Director, Journalism Institute for
Media
Diversity, Wayne State University
559 Manooagian Hall
Detroit, MI 48201

Barbara J. Jones, Sr. Corp. Relations Manager
Eastern Michigan University
200 McKenny Hall
Ypsilanti, MI 48197

Kimmerly S. Piper-Alken, Ass't Professor of
Journalism
Wayne State University
565 Manooagian
Detroit, MI 48201

Euphemia Franklin
Southeastern Michigan Indians, Inc.
26641 Lawrence
Centerline, MI 48015

Peter C. Charest, SMSgt, USAF (retired)
Civilian Jobs
1825 Barrett Lakes Blvd
Suite 300
Kennesaw, GA 30144

Lawrence Technological University
21000 West 10 Mile Road
Southfield, MI 48075-1058

**Intern Coordinator, Dept. of
Telecommunications**
Michigan State University
409 Communications Arts & Sciences Bldg.
East Lansing, MI 48824-1212

Dr. Marilyn Kritzman
Department of Communications
Western Michigan University
319 Sprau Tower
Kalamazoo, MI 49008

Ingrid Kroeger, Co-op & Internship
Coordinator
Madonna University
36600 Schoolcraft
Livonia, MI 48150-1173

Dr. Carolyn Kraus, Internship Coordinator,
Humanities
University of Michigan Dearborn
4901 Evergreen Road
Dearborn, MI 48128

Wayne County Community College
Jonathan Cartwright
801 W. Fort Street
Detroit, MI 48213

Ebony Jones, Sr. Corp. Relations Manager
Eastern Michigan University
200 McKenny Hall
Ypsilanti, MI 48197

Connie Morcom, Ass't Professor
Television & Digital Media Production
Ferris State University
1349 Cramer Circle, BIS 303
Big Rapids, MI 49307-2737

Alison Vaughn, Executive Director
Jackets for Jobs
5555 Conner, Suite 2097
Detroit, MI 48213

Dr. Keith Oppenheim, Broadcasting
Internship Coordinator
Grand Valley State University
290 Lake Superior Hall
Allendale, MI 49401

Dr. Denise B. Maybank
Michigan State University
153 Student Affairs Bldg.
East Lansing, MI 48824-1113

Carol Anne Ketelsen, Career Consultant
Oakland University Career Services
154 North Foundation Hall
Rochester, MI 48309-4401

Melissa Samuels, Assistant Director Work
Experience & Placement Services
Marygrove College
8425 W. McNicholas
Detroit, MI 48221

Katie Peters, Placement Advisor
Specs Howard School of Broadcast Arts
19900 W. Nine Mile Road
Southfield, MI 48075

Dr. Anthony McGill
University of Michigan Flint
4116 William S. White Bldg.
303 E. Kearsley St.
Flint, MI 48502-2186

Dr. Geoffrey Hammill, Internship
Coordinator
Department of Communications
Eastern Michigan University
714 E. Pray-Harrold
Ypsilanti, MI 48197

Richard Berman
Center for Career & Professional
Development
Kalamazoo College
1200 Academy Street
Kalamazoo, MI 49007

Career Services Office
Grand Valley State University
290 Lake Superior Hall
Allendale, MI 49401

Christie DeLozano
Latin Americans for Social/Econ. Dev.
4138 West Vernor
Detroit, MI

Solomon Miles
Uplift Community Foundation Job Referral
Services
6426 – 6th Street, NW
Washington, D.C. 20012-2662

Craig R. Papas, Executive Director
Resolution Center/Macomb
176 S. Main St. #102
Mt. Clemens, MI 48043

Sonia Harb, MSW, CSW
Director of Employment & Training
ACCESS
6451 Schaefer Rd., 2nd Floor
Dearborn, MI 48126

Alonza R. Matthews, Director
Detroit Urban League
Workforce & Career Dev. Center
15770 James Couzen
Detroit, MI 48238

Eileen Wilkins, Employer Relations
Bates College
Office of Career Services
31 Frye Street
Lewiston, ME 04240

Jennifer Kluge, Executive Vice President
Michigan Business & Professional
Association
27700 Hoover Road
Warren, MI 48093

Larry Beery
School Communications
Grand Valley State University
290 Lake Superior Hall
Allendale, MI 49401

Michigan Association of Broadcasters
819 N. Washington Ave.
Lansing 48906

Howard University
School of Communications
525 Bryant Street, NW
Washington D.C. 20059

Fay Givens
American Indian Services, Inc.
1110 Southfield, Rd.
Lincoln Park, MI

Myrtle Wilburn
NAACP
1000 U Street, NW, Suite 100
Washington, D. C. 20001

Sharon Synder, Director of Development
JVS
29699 Southfield Rd.
Southfield, MI 48076

Michael Barham
The Emma L. Bowen Foundation for Minority
Interest In Media, Inc.
524 West 57th Street
New York, NY 10019

Denise Van Hee, Program Coordinator
Southfield Michigan Works
26000 Evergreen, P.O.2055, Southfield, MI
48037

Jenny Jarvis (Area on Aging)
Director of Communications Area Agency on
Aging
29100 Northwestern Highway, Ste. 400
Southfield, MI 48034

Wassim Mahfouz
Executive Director Lebanese American
Heritage Club
4337 Maple Road
Dearborn, MI 48126



JOB OPPORTUNITIES

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WJBK-TV DETROIT



July 20, 2021

Reporter/Anchor (Regular, Full-Time)

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https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Reporter-Anchor_R50015052

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer (Regular, Full-Time)

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News Producer (Temporary, Part-Time)

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https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Producer_R50014803-1

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EOE/M/F/Veteran/Disabled; A VEVRAA Federal Sub Contractor.



JOB OPPORTUNITIES

Per Diem Assignment Editor (Temporary, Part-Time)

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https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Sales-Assistant-FLX_R50014689

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

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Job Code (13901)

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EOE/M/F/Veteran/Disabled; A VEVRAA Federal Sub Contractor.

Hayes, Dalina

From: HAYES, DALINA
Sent: Monday, May 16, 2022 12:47 PM
To: Dillon, Jay
Subject: Current Job Postings
Attachments: Updated Job Posting 05.16.2022.docx

Hi Jay,

I have attached the current job postings for you to post.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: HAYES, DALINA
Sent: Thursday, May 12, 2022 4:23 PM
To: Dillon, Jay <jay.dillon@FOX.COM>
Subject: RE: Current Job Postings

Thank you.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: Dillon, Jay <jay.dillon@FOX.COM>
Sent: Thursday, May 12, 2022 4:20 PM
To: HAYES, DALINA <dalina.hayes@FOX.com>
Subject: RE: Current Job Postings

Added! Thanks Dalina



JOB OPPORTUNITIES

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WJBK-TV DETROIT



May 16, 2022

News Producer
(Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018618-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Stagehand--Temporary---Part-Time-R50018771

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Assignment Editor (Regular, Full-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills, and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends, and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Assignment-Editor_R50018699

Assignment Editor (Temporary, Part-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

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https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50018700

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018617-2

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018697

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A N E C U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Broadcast Technician (Regular, Full-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Director of Broadcast Operations, candidate must show proficiency in the operation of the Sony ELC production automation system, Grass Valley ITX, as well as various types of broadcast equipment. Work as a Master Control Operator, a TD or an Audio Operator during all Live News, Sports, Local Productions and daily On-Air Programming transmission integrated with commercial content.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

40% Operate various automated television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic as well as Hub based personnel to produce the highest possible quality On-Air production.

40% Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality Newscast possible.

15% Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production producers to create the highest quality Sports and local productions possible.

5% Perform other related duties as assigned by the Engineering Managers

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Nabet-Technician_R50018378

Creative Services Editor/Videographer (Regular, Full-Time)

The Promotions Photographer will shoot and post-produce high-end station promotional spots, Public Service campaigns, presentations, commercials, programs, and a variety of other creative on-air and off-air pieces. They will also act as a departmental videographer, shooting basic and high-end promo footage. The position will also be required to be "hands-on" during the creative process, providing input during the idea development and writing phases of various projects.

This position requires strong production and post-production skills. Must be experienced and proven on non-linear based editing systems, compositing software packages, proficient with HD video cameras and associated technical gear, and have previous experience in a team-oriented creative environment. Bachelor's degree or equivalent broadcast experience required.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Promotions-Photographer_R50018313

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Executive Producer (Regular, Full-Time)

The Executive Producer will oversee and manage news personnel including producers, assignment editors, writers, video editors and photographers, reporters and anchors. The candidate will lead the editorial process and manage changes to daily news gathering as breaking news develops. The Executive Producer will work under the direction of the News Director and Assistant News Director to carry out the team's daily plan. The Executive Producer will need to be prepared to write news stories or booth broadcasts when needed. They may be relied on to take on schedules for different groups of employees.

The Executive Producer must possess strong broadcast writing skills for on-air and online as well as other digital platforms. They must be able to assemble news material in a logical, organized fashion and present stories in an engaging manner so consumers can comprehend local, national and international news. Ability to contribute ideas on a daily basis and recognize the types of stories make compelling television. Ability to adapt to a fast paced quickly changing environment and to react to live situations to cover breaking news. Must demonstrate strong leadership and communication skills.

A. Education:
Bachelor's degree in journalism or related field required

B. Experience
Must have experience as a broadcast producer (three to five minimum preferred).
Must be able to meet aggressive deadlines while still completing high quality stories.
Management experience is a plus.

C. Social Media enthusiast, friendly, respectful, hardworking and competitive
https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Executive-Producer_R50018368

Relief Technician (Temporary, Part-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Engineering Director of Operations, must show proficiency in the operation of the Sony ELC production automation system, Grass Valley iTX (or similar programs), as well as various types of broadcast equipment for the purpose of producing Live News, Sports, Local Productions, and daily On-Air Programming transmission integrated with commercial content. Operate various automated television production equipment to maintain On-Air television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic, as well as Hub-based personnel to produce the highest quality On-Air production. Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality newscast possible. Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production Producers to create the highest quality Sports and local productions possible. Perform other related duties as deemed appropriate and as assigned. Associate Degree or equivalent broadcast experience required.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Relief-Technician_R50017248-1

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A N E C U I L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer (Temporary, Part-Time)

A Photographer/Editor operates camera and editing equipment for the purpose of gathering the news and documenting society. The primary role of the photographer/editor is the comprehensive depiction of the subject at hand. This individual will both shoot and edit material for station broadcasts and operate the equipment responsible for transmitting gathered material back to the station. Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both in-house and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Must have ability to help plan major event coverage including site checks, troubleshooting and follow-up. Perform other duties as deemed appropriate and as assigned.

Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of five years' experience as a news photographer/editor. Knowledge of basic journalism and digital production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Demonstrated ability to work as a team with other journalists. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.

<https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Photographer--temporary-part-time-R50017250-1>

Reporter/Anchor (Regular, Full-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Reporter/Anchor. Must bring hustle, originality, innovations, and commitment to the job every day. Will be expected to establish contacts and develop original story ideas. Must write and report with fairness and clarity and be an outstanding storyteller and on-air performer. Must have demonstrated proficiency in the use of social media to interact with news viewers and expand the reach of our news operation. We require an individual who communicates with a diverse audience in a concise yet comfortable manner. This person will be able to recognize important issues and meaningful developments in continuing stories. The job requires composure in breaking news situations and command of a spectrum of topics including hard news, entertainment, and popular culture. Knowledge of the Detroit market a plus. Other duties as deemed appropriate to be assigned.

Bachelor's degree in Communications and Journalism or related field or equivalent experience required. A minimum of three years of journalism background and television reporting experience required. Must possess strong social media skills. Must have a broad working knowledge of police procedures, the court system, and municipal, state and federal operations. Also, must have strong knowledge of legal and ethical parameters of reporting for mass media. Strong working knowledge of the technical aspects of television news production required, including digital and web-based newsgathering tools. Must be able to use newsroom computer systems.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Reporter-Anchor_R50016889-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Sales Assistant (Regular, Full-Time)

WJBK's Sales Department is seeking an individual for an immediate opportunity as a Sales Assistant. Individual will perform administrative and office support activities for the V.P. General Sales Manager and the Research Director. Will assist the General Sales Manager with various tasks which include: answer telephones, receive and direct visitors; coordinate travel and maintain monthly expense reports for both the General Sales Manager and National Sales Manager; maintain political tracking and upload orders on the FCC file; and update trade agreement book. Will also assist the Research Director with various tasks which include: maintain all sports tracking reports; update the regular and political rate guides; update all sports schedules; and create presentations and one-sheets. Additionally, will update programming in the Nielsen Enames system and send out end times; update quarterly program schedules for WJBK; update and post sales one-sheets, presentations and tracking reports on BOX; and provide back-up to the sales assistants for the Local Sales Manager and National Sales Manager.

4-year college degree preferred; high school degree required. Knowledge of Microsoft Office products: Word, Excel and Power Point. Knowledge of Nielsen ratings and Wide Orbit products are a plus. Minimum of 2 years' experience working in an office environment. Strong communication skills, detailed and organized.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Sales-Assistant_R50017262-1

Account Executive (Regular, Full-Time)

We're looking for an experienced OTT salesperson to manage, develop, assist and service business for the Fox local extension OTT platform (FLX).

Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA--MI--Remote/Account-Executive_R50013901-2

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EQUAL OPPORTUNITY EMPLOYER

Hayes, Dalina

From: HAYES, DALINA
Sent: Monday, May 16, 2022 12:52 PM
To: Rosas, Denise; Barranda, Roselyn; Pritchett, Adrienne; Robles, Nicole; Baker, Murphy; Rivers, Tracey; Davis, Regina; Hanson, Heather; O'Hara, Kate; Morillo, Iraida; Cordes, Lisa; Dixon, Shartrise; Bednarek-Holke, Julie; Frascella, Heather
Subject: Fox2-WJBK Job Opportunities
Attachments: Updated Job Posting 05.16.2022.docx
Importance: High

Good afternoon,

Thank you for sharing Fox@-WJBK's current Job Opportunities with your staff.

Stagehand (Temporary, Part-Time) (2)
News Producer (Regular, Full-Time)
Assignment Editor (Regular, Full-Time)
Assignment Editor (Temporary, Part-Time)
News Producer (Regular, Full-Time) (2)
Broadcast Technician (Regular, Full-Time)
Executive Producer (Regular, Full-Time)
Relief Technician (Temporary, Part-Time)
New Photographer (Temporary, Part-Time)
Creative Services Editor/Videographer (Regular, Full-Time)
Reporter Anchor (Regular, Full-Time)
Sales Assistant (Regular, Full-Time)
Account Executive (Regular, Full-Time)

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233



JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



May 16, 2022

News Producer
(Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Stagehand--Temporary---Part-Time-R50018771

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

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EQUAL OPPORTUNITY EMPLOYER



JOB OPPORTUNITIES

Assignment Editor (Regular, Full-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills, and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends, and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Assignment-Editor_R50018699

Assignment Editor (Temporary, Part-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

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https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50018700

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018617-2

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018697

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Broadcast Technician (Regular, Full-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Director of Broadcast Operations, candidate must show proficiency in the operation of the Sony ELC production automation system, Grass Valley ITX, as well as various types of broadcast equipment. Work as a Master Control Operator, a TD or an Audio Operator during all Live News, Sports, Local Productions and daily On-Air Programming transmission integrated with commercial content.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

40% Operate various automated television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic as well as Hub based personnel to produce the highest possible quality On-Air production.

40% Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality Newscast possible.

15% Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production producers to create the highest quality Sports and local productions possible.

5% Perform other related duties as assigned by the Engineering Managers

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Nabet-Technician_R50018378

Creative Services Editor/Videographer (Regular, Full-Time)

The Promotions Photographer will shoot and post-produce high-end station promotional spots, Public Service campaigns, presentations, commercials, programs, and a variety of other creative on-air and off-air pieces. They will also act as a departmental videographer, shooting basic and high-end promo footage. The position will also be required to be "hands-on" during the creative process, providing input during the idea development and writing phases of various projects.

This position requires strong production and post-production skills. Must be experienced and proven on non-linear based editing systems, compositing software packages, proficient with HD video cameras and associated technical gear, and have previous experience in a team-oriented creative environment. Bachelor's degree or equivalent broadcast experience required.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Promotions-Photographer_R50018313

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Executive Producer (Regular, Full-Time)

The Executive Producer will oversee and manage news personnel including producers, assignment editors, writers, video editors and photographers, reporters and anchors. The candidate will lead the editorial process and manage changes to daily news gathering as breaking news develops. The Executive Producer will work under the direction of the News Director and Assistant News Director to carry out the team's daily plan. The Executive Producer will need to be prepared to write news stories or booth broadcasts when needed. They may be relied on to take on schedules for different groups of employees.

The Executive Producer must possess strong broadcast writing skills for on-air and online as well as other digital platforms. They must be able to assemble news material in a logical, organized fashion and present stories in an engaging manner so consumers can comprehend local, national and international news. Ability to contribute ideas on a daily basis and recognize the types of stories make compelling television. Ability to adapt to a fast paced quickly changing environment and to react to live situations to cover breaking news. Must demonstrate strong leadership and communication skills.

A. Education:

Bachelor's degree in journalism or related field required

B. Experience

Must have experience as a broadcast producer (three to five minimum preferred).
Must be able to meet aggressive deadlines while still completing high quality stories.
Management experience is a plus.

C. Social Media enthusiast, friendly, respectful, hardworking and competitive

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Executive-Producer_R50018368

Relief Technician (Temporary, Part-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Engineering Director of Operations, must show proficiency in the operation of the Sony ELC production automation system, Grass Valley iTX (or similar programs), as well as various types of broadcast equipment for the purpose of producing Live News, Sports, Local Productions, and daily On-Air Programming transmission integrated with commercial content. Operate various automated television production equipment to maintain On-Air television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic, as well as Hub-based personnel to produce the highest quality On-Air production. Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality newscast possible. Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production Producers to create the highest quality Sports and local productions possible. Perform other related duties as deemed appropriate and as assigned. Associate Degree or equivalent broadcast experience required.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Relief-Technician_R50017248-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer (Temporary, Part-Time)

A Photographer/Editor operates camera and editing equipment for the purpose of gathering the news and documenting society. The primary role of the photographer/editor is the comprehensive depiction of the subject at hand. This individual will both shoot and edit material for station broadcasts and operate the equipment responsible for transmitting gathered material back to the station. Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both in-house and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Must have ability to help plan major event coverage including site checks, troubleshooting and follow-up. Perform other duties as deemed appropriate and as assigned.

Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of five years' experience as a news photographer/editor. Knowledge of basic journalism and digital production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Demonstrated ability to work as a team with other journalists. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.

<https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Photographer--temporary-part-time-R50017250-1>

Reporter/Anchor (Regular, Full-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Reporter/Anchor. Must bring hustle, originality, innovations, and commitment to the job every day. Will be expected to establish contacts and develop original story ideas. Must write and report with fairness and clarity and be an outstanding storyteller and on-air performer. Must have demonstrated proficiency in the use of social media to interact with news viewers and expand the reach of our news operation. We require an individual who communicates with a diverse audience in a concise yet comfortable manner. This person will be able to recognize important issues and meaningful developments in continuing stories. The job requires composure in breaking news situations and command of a spectrum of topics including hard news, entertainment, and popular culture. Knowledge of the Detroit market a plus. Other duties as deemed appropriate to be assigned.

Bachelor's degree in Communications and Journalism or related field or equivalent experience required. A minimum of three years of journalism background and television reporting experience required. Must possess strong social media skills. Must have a broad working knowledge of police procedures, the court system, and municipal, state and federal operations. Also, must have strong knowledge of legal and ethical parameters of reporting for mass media. Strong working knowledge of the technical aspects of television news production required, including digital and web-based newsgathering tools. Must be able to use newsroom computer systems.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Reporter-Anchor_R50016889-1

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JOB OPPORTUNITIES

Sales Assistant (Regular, Full-Time)

WJBK's Sales Department is seeking an individual for an immediate opportunity as a Sales Assistant. Individual will perform administrative and office support activities for the V.P. General Sales Manager and the Research Director. Will assist the General Sales Manager with various tasks which include: answer telephones, receive and direct visitors; coordinate travel and maintain monthly expense reports for both the General Sales Manager and National Sales Manager; maintain political tracking and upload orders on the FCC file; and update trade agreement book. Will also assist the Research Director with various tasks which include: maintain all sports tracking reports; update the regular and political rate guides; update all sports schedules; and create presentations and one-sheets. Additionally, will update programming in the Nielsen Enames system and send out end times; update quarterly program schedules for WJBK; update and post sales one-sheets, presentations and tracking reports on BOX; and provide back-up to the sales assistants for the Local Sales Manager and National Sales Manager.

4-year college degree preferred; high school degree required. Knowledge of Microsoft Office products: Word, Excel and Power Point. Knowledge of Nielsen ratings and Wide Orbit products are a plus. Minimum of 2 years' experience working in an office environment. Strong communication skills, detailed and organized.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Sales-Assistant_R50017262-1

Account Executive (Regular, Full-Time)

We're looking for an experienced OTT salesperson to manage, develop, assist and service business for the Fox local extension OTT platform (FLX).

Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R

Hayes, Dalina

From: HAYES, DALINA
Sent: Monday, May 16, 2022 12:51 PM
To: antonc@gvsu.edu; Harb@umich.edu; purposefulwork@bates.edu; Michael.barham@nbcuni.com; jgranat@cityofsouthfield.com; future@bu.edu; Hoyle1ja@cmich.edu; wbush@LTU.edu; Hanson39@msu.edu; Poulson@MSU.edu; info@lahc.org; ketelsen@oakland.edu; jaclynfortier@oakland.edu; muinfo@madonna.edu; jobbank@michmab.com; careerdevelopment@madonna.edu; Casl-infor@mich.edu; kvanover@umich.edu; Anails@wayne.edu; dspringga@emich.edu; rdolph@emich.edu; Richard.sylvester@kzoo.edu; clacs@farris.edu; willijud@gvsu.edu; dpiperalken@wayne.edu; Euphemia.Franklin@semi.indians; NAACP@NAACPDC.org
Subject: WJBK, FOX 2 Current Job Postings
Attachments: Updated Job Posting 05.16.2022.pdf
Importance: High

Good afternoon,

I have attached WJBK's current career opportunities.

Stagehand (Temporary, Part-Time) (2)
News Producer (Regular, Full-Time)
Assignment Editor (Regular, Full-Time)
Assignment Editor (Temporary, Part-Time)
News Producer (Regular, Full-Time) (2)
Broadcast Technician (Regular, Full-Time)
Executive Producer (Regular, Full-Time)
Relief Technician (Temporary, Part-Time)
New Photographer (Temporary, Part-Time)
Creative Services Editor/Videographer (Regular, Full-Time)
Reporter Anchor (Regular, Full-Time)
Sales Assistant (Regular, Full-Time)
Account Executive (Regular, Full-Time)

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233



JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



May 16, 2022

News Producer
(Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Stagehand--Temporary---Part-Time-R50018771

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Stagehand--Temporary---Part-Time-R50018772

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Assignment Editor (Regular, Full-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills, and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends, and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Assignment-Editor_R50018699

Assignment Editor (Temporary, Part-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills, and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends, and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50018700

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018617-2

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Broadcast Technician (Regular, Full-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Director of Broadcast Operations, candidate must show proficiency in the operation of the Sony ELC production automation system, Grass Valley ITX, as well as various types of broadcast equipment. Work as a Master Control Operator, a TD or an Audio Operator during all Live News, Sports, Local Productions and daily On-Air Programming transmission integrated with commercial content.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

40% Operate various automated television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic as well as Hub based personnel to produce the highest possible quality On-Air production.

40% Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality Newscast possible.

15% Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production producers to create the highest quality Sports and local productions possible.

5% Perform other related duties as assigned by the Engineering Managers

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Nabet-Technician_R50018378

Creative Services Editor/Videographer (Regular, Full-Time)

The Promotions Photographer will shoot and post-produce high-end station promotional spots, Public Service campaigns, presentations, commercials, programs, and a variety of other creative on-air and off-air pieces. They will also act as a departmental videographer, shooting basic and high-end promo footage. The position will also be required to be "hands-on" during the creative process, providing input during the idea development and writing phases of various projects.

This position requires strong production and post-production skills. Must be experienced and proven on non-linear based editing systems, compositing software packages, proficient with HD video cameras and associated technical gear, and have previous experience in a team-oriented creative environment. Bachelor's degree or equivalent broadcast experience required.

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Executive Producer (Regular, Full-Time)

The Executive Producer will oversee and manage news personnel including producers, assignment editors, writers, video editors and photographers, reporters and anchors. The candidate will lead the editorial process and manage changes to daily news gathering as breaking news develops. The Executive Producer will work under the direction of the News Director and Assistant News Director to carry out the team's daily plan. The Executive Producer will need to be prepared to write news stories or booth broadcasts when needed. They may be relied on to take on schedules for different groups of employees.

The Executive Producer must possess strong broadcast writing skills for on-air and online as well as other digital platforms. They must be able to assemble news material in a logical, organized fashion and present stories in an engaging manner so consumers can comprehend local, national and international news. Ability to contribute ideas on a daily basis and recognize the types of stories make compelling television. Ability to adapt to a fast paced quickly changing environment and to react to live situations to cover breaking news. Must demonstrate strong leadership and communication skills.

A. Education:

Bachelor's degree in journalism or related field required

B. Experience

Must have experience as a broadcast producer (three to five minimum preferred).
Must be able to meet aggressive deadlines while still completing high quality stories.
Management experience is a plus.

C. Social Media enthusiast, friendly, respectful, hardworking and competitive

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Executive-Producer_R50018368

Relief Technician (Temporary, Part-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Engineering Director of Operations, must show proficiency in the operation of the Sony ELC production automation system, Grass Valley iTX (or similar programs), as well as various types of broadcast equipment for the purpose of producing Live News, Sports, Local Productions, and daily On-Air Programming transmission integrated with commercial content. Operate various automated television production equipment to maintain On-Air television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic, as well as Hub-based personnel to produce the highest quality On-Air production. Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality newscast possible. Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production Producers to create the highest quality Sports and local productions possible. Perform other related duties as deemed appropriate and as assigned. Associate Degree or equivalent broadcast experience required.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Relief-Technician_R50017248-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer (Temporary, Part-Time)

A Photographer/Editor operates camera and editing equipment for the purpose of gathering the news and documenting society. The primary role of the photographer/editor is the comprehensive depiction of the subject at hand. This individual will both shoot and edit material for station broadcasts and operate the equipment responsible for transmitting gathered material back to the station. Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both in-house and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Must have ability to help plan major event coverage including site checks, troubleshooting and follow-up. Perform other duties as deemed appropriate and as assigned.

Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of five years' experience as a news photographer/editor. Knowledge of basic journalism and digital production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Demonstrated ability to work as a team with other journalists. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.

<https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Photographer--temporary-part-time-R50017250-1>

Reporter/Anchor (Regular, Full-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Reporter/Anchor.

Must bring hustle, originality, innovations, and commitment to the job every day. Will be expected to establish contacts and develop original story ideas. Must write and report with fairness and clarity and be an outstanding storyteller and on-air performer. Must have demonstrated proficiency in the use of social media to interact with news viewers and expand the reach of our news operation. We require an individual who communicates with a diverse audience in a concise yet comfortable manner. This person will be able to recognize important issues and meaningful developments in continuing stories. The job requires composure in breaking news situations and command of a spectrum of topics including hard news, entertainment, and popular culture. Knowledge of the Detroit market a plus. Other duties as deemed appropriate to be assigned.

Bachelor's degree in Communications and Journalism or related field or equivalent experience required. A minimum of three years of journalism background and television reporting experience required. Must possess strong social media skills. Must have a broad working knowledge of police procedures, the court system, and municipal, state and federal operations. Also, must have strong knowledge of legal and ethical parameters of reporting for mass media. Strong working knowledge of the technical aspects of television news production required, including digital and web-based newsgathering tools. Must be able to use newsroom computer systems.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Reporter-Anchor_R50016889-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Sales Assistant (Regular, Full-Time)

WJBK's Sales Department is seeking an individual for an immediate opportunity as a Sales Assistant. Individual will perform administrative and office support activities for the V.P. General Sales Manager and the Research Director. Will assist the General Sales Manager with various tasks which include: answer telephones, receive and direct visitors; coordinate travel and maintain monthly expense reports for both the General Sales Manager and National Sales Manager; maintain political tracking and upload orders on the FCC file; and update trade agreement book. Will also assist the Research Director with various tasks which include: maintain all sports tracking reports; update the regular and political rate guides; update all sports schedules; and create presentations and one-sheets. Additionally, will update programming in the Nielsen Enames system and send out end times; update quarterly program schedules for WJBK; update and post sales one-sheets, presentations and tracking reports on BOX; and provide back-up to the sales assistants for the Local Sales Manager and National Sales Manager.

4-year college degree preferred; high school degree required. Knowledge of Microsoft Office products: Word, Excel and Power Point. Knowledge of Nielsen ratings and Wide Orbit products are a plus. Minimum of 2 years' experience working in an office environment. Strong communication skills, detailed and organized.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Sales-Assistant_R50017262-1

Account Executive (Regular, Full-Time)

We're looking for an experienced OTT salesperson to manage, develop, assist and service business for the Fox local extension OTT platform (FLX).

Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA--MI--Remote/Account-Executive_R50013901-2

To apply for a specific open position, click the link following each posting or go to

<https://www.fox2detroit.com/jobs>

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R

This document's style and format may be affected by file conversion. Download to view original.

(248) 229-5535

siobahn.mcdonald@gmail.com

Amber McDonald

SKILLS

Shooting video using professional and DSLR cameras; editing using Adobe Premiere, Avid Media Composer, Avid Pro Tools, and After Effects; writing scripts for broadcast; qualitative and quantitative research methods.

EXPERIENCE

WWJ Newradio 950, Southfield — *Writer/Editor*

October 2020 - PRESENT

- News writing and editing, interviewing sources, producing newscasts

WJRT, Flint — *Morning News Producer*

May 2018 - October 2020

- Wrote for and produced an hour-long morning newscast
- Video editing and interviewing

WILX, Lansing — *News Producer*

May 2017 - May 2018

- Wrote and produced an hour-long evening newscast and one half-hour weekend evening newscast
- Some interviews for breaking news
- Wrote stories for website

BEN GRETCHKO

969 S. Glenhurst Dr. Birmingham, MI 48009 ♦ (248) 977-7519 ♦ bgretchk@gmail.com

EDUCATION

Bachelor of Arts: Journalism, 05/2021

Western Michigan University - Kalamazoo, MI

GPA: 3.46/4.00

WORK HISTORY

News Producer, 05/2021 to Current

WXMI-TV – Grand Rapids, MI

- Produced four hour weekend morning show & hour long midday show three days per week
- Researched, wrote & stacked relevant content
- Wrote & posted stories to the Fox 17 website & social media platforms using Brightspot & Social News Desk
- Assisted in coordinating guest spots and live shots with field reporters

Reporting Intern, 05/2020 to 04/2021

HOMTV – Okemos, MI

- Worked with interns on producing and anchoring newscasts including election coverage
- Shot, edited and wrote packages for VO's and SOTVO's
- Wrote and pitched news stories for website and social media pages
- Uploaded social media stories using Social News Desk to expand audience reach
- Edited video using Adobe Premiere
- Conducted in-person and zoom interviews

Lead News Reporter, 04/2020 to 04/2021

Western Herald – Kalamazoo, MI

- Uploaded stories to website using BLOXCMS and social media to gain social media traffic and reach followers
- Copy edited news stories written by other writers and editors to improve story flow
- Presented news and pitched stories by researching and covering field news events for award winning newspaper
- Hosted weekly radio news show NewsHour
- Conducted extensive interviews of sources for stories

Production Intern, 05/2019 to 08/2019

WOOD-TV – Grand Rapids, MI

- Participated in logistical execution of many field shoots
 - Worked with team of 25 interns to promote and execute station initiatives
 - Assisted in production of all newscasts at top rated station in the DMA
 - Assisted with tasks for other departments such as news, lifestyle and weather
-

SKILLS & INTERESTS

- Proficient in ENPS, Microsoft Office, Adobe Creative Cloud, AP Style, Social News Desk & BLOXCMS

Lolita N. Taylor
25560 W. 12 Mile #206
Southfield,MI
(313) 516-2691 or (313) 610-3901
Email: lolaslounge2@gmail.com

Education: Wayne State University, B.A. in Journalism/Mass Communications 05/01
M.A. in Communication Studies 05/07.

Objective: I would like the opportunity to pursue a career with Fox 2 News as a Sales Assistant.

01/12 to 05/18 Professional Recruiters Group Shelby Township,
MI
Substitute Teacher

- Taught the students the particular lesson plans requested by the lead teacher.
- I've also had long term assignments as a high school Spanish teacher, 2nd grade teacher, and K-8 school Librarian.

Professional Experience:

3/08 to 4/13 Real Talk FM/ 107.5 WGPR Detroit, MI
On-Air Personality

- Co-hosted the show discussing various topics and issues, while interviewing guests on air.
- Gathered information and biographies on my guests, while also discussing current events, both local and national.
- Acted as one of the writers and producers in addition to selling commercial spots and establishing sponsorship to help with the longevity of the talk show.

07/07 to 10/11 Power 96.5/WQHH Lansing, MI
On Air Personality

- Hosted the radio show with various topics and issues being discussed locally and nationally, interviewed guests on air, and wrote and produced my radio show.
- Researched guest information and biographies, while compiling a variety of questions I believed my listeners were eager to hear.
- Sold commercial spots, established sponsorships for my radio show in order to remain on air and operated the boards while live on air.

06/01 to 05/03 Paramount Studios Los Angeles, CA
Production Assistant-One on One T.V. Sitcom

- Assisted writers with duplicating scripts prior to distribution.
- Distributed scripts to cast members, producers, and executives with Paramount Studios.
- Acted as a liaison between the stage managers and cast members, while performing multiple tasks for the television sitcom.

08/99 to 06/01

**WDIV/ Channel 4 News
Production Assistant**

Detroit, MI

- **Researched file tapes for the appropriate stories to give to producers, writers, and reporters for the news.**
- **Arranged file tapes in the order needed throughout the news to be played live on air.**
- **Shadowed producers within the newsroom and gathered sound bites from various witnesses as needed.**



Michael Holzman

313 N. Cedar St. Apt. 315, Lansing MI. 48912

MichaelHolzman90@gmail.com Cell 248-508-8537

INDUSTRY EXPERIENCE

- Fox 47 News WSYM*** Lansing, MI
Real-Time Desk Producer 1/2021-present
- Produced Fox 47 News at 7 and at 10 under modular-based format
 - Writing scripts, editing videos and creating graphics for newscasts.
- News 10 WILX*** Lansing, MI
News Producer 5/2018-1/2021
- Produced Fox 47 Morning show, NEWS 10 First At Five and Fox 47 News At 10
 - Writing scripts, posting articles online and creating graphics for newscasts.
- State Champs Network*** Southfield, MI
Freelance Sports Writer, Production Assistant 2/2015-5/2018
- Writing articles for the website, scripts for their TV shows, filming sports events
- "From Glory Days" on Fox Sports Detroit*** Southfield, MI
Associate Producer 8/2014-5/2018
- In charge of gathering media for post-production team to use to create b-roll
- Fox 2 Detroit WJBK*** Southfield, MI
Sports Intern 5/2013-8/2013 & 1/2014-4/2014
- Assisting the sports staff on various behind the scenes functions.
- The Michigan Journal College Newspaper*** Dearborn, MI
Staff Reporter 8/2013-4/2014
- Hockey beat writer, including weekly articles about the University of Michigan Dearborn Wolverines Hockey team and occasional feature stories on players. Occasionally reported on the Lacrosse and Basketball teams.
- WUMD College Radio*** Dearborn, MI
Sports Director, Show Host, Announcer 8/2010-2/2013

- in charge of the broadcast, assignments and recording.
- Play-by-Play Announcer, Intermission Reporter
- Color Commentator for Hockey, Basketball & Michigan Lightning Football.

QUALIFICATIONS

- Fluent in iNews, ENPS, Adobe CS5.1, Premiere, Audition, Avid MC, Final Cut Pro X and Softron
- Public Speaking, Video Editing and Writing Skills
- Experienced with Microsoft Office

EDUCATION

SPECS HOWARD SCHOOL OF MEDIA ARTS, Southfield, MI

Broadcast Media Arts Program, Graduated in July 2015 with a 3.80 GPA

UNIVERSITY OF MICHIGAN-DEARBORN, Dearborn, MI

Graduated Cum Laude April 2014, Bachelor of Arts in Communications

Dean's List Fall 2011, Winter 2012, Fall 2012 and Winter 2013, Fall 2013

Community Service

Michigan State Representative Christine Greig

Farmington, MI

Campaign Volunteer

10/2015-5/2018

Assistance with website, contact database and at campaign events.

References

Sarah Treacher

Former News Anchor

WILX News 10

500 American Rd., Lansing MI 48911

248-342-6120

Dan Miller

Sports Director

Fox 2 News WJBK

16550 W. Nine Mile Rd, Southfield MI, 48705

248-552-5144

Kurt A. David

Executive Producer of "From Glory Days TV Show"

248-705-1134

Chris Zadorozny

Communications Assistant

UFCW 951

734-512-8106

Additional references can be provided upon request

Hayes, Dalina

From: Moore, Laura
Sent: Friday, May 27, 2022 3:23 PM
To: HAYES, DALINA
Subject: RE: Producer Candidate- Ready to offer when you say go

Hello Dalina- Happy Friday.
Amber McDonald has accepted our offer.
She starts June 20th.

From: HAYES, DALINA <dalina.hayes@FOX.com>
Sent: Thursday, May 26, 2022 12:09 PM
To: Moore, Laura <Laura.Moore@FOX.COM>
Subject: RE: Producer Candidate- Ready to offer when you say go

Great, thank you so much! You can offer her for 58.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: Moore, Laura <Laura.Moore@FOX.COM>
Sent: Thursday, May 26, 2022 11:40 AM
To: HAYES, DALINA <dalina.hayes@FOX.com>
Subject: RE: Producer Candidate- Ready to offer when you say go

Greg says 58,000. I have not offered yet. I will with your approval.
I will generate those referrals. I apologize- I haven't hired anyone full time since you started and didn't know you needed those.
I'll get them to you ASAP.
I would ask her to start June 14.

From: HAYES, DALINA <dalina.hayes@FOX.com>
Sent: Thursday, May 26, 2022 11:33 AM
To: Moore, Laura <Laura.Moore@FOX.COM>
Subject: RE: Producer Candidate- Ready to offer when you say go

Hi Laura,

What is the rate of pay for this position and the potential start date? Also please be sure to forward over her two reference review sheets.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: Moore, Laura <Laura.Moore@FOX.COM>
Sent: Tuesday, May 24, 2022 3:21 PM
To: HAYES, DALINA <dalina.hayes@FOX.com>
Subject: Producer Candidate- Ready to offer when you say go

I have a producer!
Dalina- please let me know if you want to interview her.

Her name is Amber McDonald and she applied for job # R50018618. I've reviewed the other applicants under that number and none are qualified to interview
However the other people who have applied for producer openings under other chairs who I have interviewed include:

Kellan Voss 5/17- Caucasian male
Ben Gretchsko 5/19- Caucasian male
Lolita Taylor 5/20- African American female
Tracey Omballa 5/23 and 5/24 – African female
Michael Holzman 5/16- Caucasian male

I interviewed Amber today on 5/24 – she's an African American female



News Producer

Job Requisition R50018618 News Producer (Filled)
Job Family TVST News
Start Date 05/16/2022
End Date 06/01/2022
Primary Posting No
Description

OVERVIEW OF THE COMPANY

Fox TV Stations

Fox Television Stations is one of the nation's largest owned-and-operated network broadcast groups, comprising 29 stations in 18 markets and covering over 37% of U.S. television homes. This includes seven duopolies in the top 10 markets: New York, Los Angeles, Chicago, Dallas, San Francisco, Washington, D.C. and Houston; as well as duopolies in Minneapolis, Phoenix, Orlando and Seattle.

JOB DESCRIPTION

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, gender identity, disability, protected veteran status, or any other characteristic protected by law. We will consider for employment qualified applicants with criminal histories consistent with applicable law.

At FOX, we foster a culture and environment where everyone feels welcome and can thrive. We are deeply committed to diversity, equity, and inclusion, including attracting, retaining, and promoting diverse talent across our company. We live in a diverse world, with different ideas and different perspectives that come together to spark new ideas and make great things happen. That means reflecting the diversity of the world around us is critical to our company's success. We ensure that our viewers, communities and employees feel heard, represented, and celebrated both on screen and off.

[Click here](#) to learn more about the diverse communities of people behind our brands.



View Job Posting Details

10:06 AM
01/09/2023
Page 2 of 2

Worker Sub-Type	Regular
Location	Southfield, Michigan, USA
Time Type	Full time
Locations	
Supervisory Organization	Evening News (Kevin Roseborough)

Hayes, Dalina

From: HAYES, DALINA
Sent: Monday, May 16, 2022 12:51 PM
To: antonc@gvsu.edu; Harb@umich.edu; purposefulwork@bates.edu; Michael.barham@nbcuni.com; jgranat@cityofsouthfield.com; future@bu.edu; Hoyle1ja@cmich.edu; wbush@LTU.edu; Hanson39@msu.edu; Poulson@MSU.edu; info@lahc.org; ketelsen@oakland.edu; jaclynfortier@oakland.edu; muinto@madonna.edu; jobbank@michmab.com; careerdevelopment@madonna.edu; Casl-infor@mich.edu; kvanover@umich.edu; Anails@wayne.edu; dspringga@emich.edu; rdelph@emich.edu; Richard.sylvester@kzoo.edu; clacs@farris.edu; willjud@gvsu.edu; dpiperalken@wayne.edu; Euphemia.Franklin@semi.indians; NAACP@NAACPDC.org
Subject: WJBK, FOX 2 Current Job Postings
Attachments: Updated Job Posting 05.16.2022.pdf
Importance: High

Good afternoon,

I have attached WJBK's current career opportunities.

Stagehand (Temporary, Part-Time) (2)
News Producer (Regular, Full-Time)
Assignment Editor (Regular, Full-Time)
Assignment Editor (Temporary, Part-Time)
News Producer (Regular, Full-Time) (2)
Broadcast Technician (Regular, Full-Time)
Executive Producer (Regular, Full-Time)
Relief Technician (Temporary, Part-Time)
New Photographer (Temporary, Part-Time)
Creative Services Editor/Videographer (Regular, Full-Time)
Reporter Anchor (Regular, Full-Time)
Sales Assistant (Regular, Full-Time)
Account Executive (Regular, Full-Time)

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233



JOB OPPORTUNITIES

The following represents a brief description. It is not intended, nor should be construed, to represent a comprehensive and/or exhaustive description of all duties/responsibilities and requisite skills for each position.

WJBK-TV DETROIT



May 16, 2022

**News Producer
(Regular, Full-Time)**

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018618-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Stagehand--Temporary--Part-Time_R50018771

Stagehand (Temporary, Part-Time)

WJBK's Fox 2 is seeking a highly motivated individual to provide expertise as a stagehand for on-the-air, rehearsals, and general studio production. Responsibilities include the following: Assists with production planning and consulting on staging logistics; Constructs, installs, repairs, dismantles and stores scenery, props and materials; Installs, erects, adjusts, handles, operates, maintains and repairs studio lighting equipment; Prompts, cues, and times talent during commercial tapings, show tapings and live shows; Operates special equipment such as the teleprompter; Constructs major set pieces for commercial, public service and news productions; Assures proper cleanliness of studio facilities and keeps props and scenery orderly and in good repair. Performs all the above for remote productions and other duties as deemed appropriate and as assigned.

Proven ability to work in a fast-paced, dynamic, team oriented, broadcast news and production environment. Have an in-depth knowledge of broadcast theatrical lighting and staging techniques. Minimum associate degree or equivalent TV broadcast experience. Five years lighting and staging experience required. Teleprompter experience necessary. Must have a proven ability to establish effective working relationships, effective communication skills, and ability to work independently. Able to lift 75-pounds, reach above one's head and climb ladders exceeding 14-feet. Must be able to stand and walk up to five (5) hours continuous. Valid driver's license. IATSE Union membership.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Stagehand--Temporary--Part-Time_R50018772

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Assignment Editor (Regular, Full-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills, and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends, and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Assignment-Editor_R50018699

Assignment Editor (Temporary, Part-Time)

WJBK's News department is seeking an individual for an immediate opportunity as a Per Diem Assignment Editor. This person will investigate and set-up stories for reporters and assign reporters and photographers with precise attention to logistics. Monitor police and fire scanners, websites, and social media. Will be expected to have command of local and national events and recognize important developments in those stories. The successful candidate will need to possess strong communications skills for interaction with viewers, government and law enforcement officials, public relations professionals, coworkers, and others. Must cultivate and maintain sources for newsgathering purposes and conceive enterprising stories unique to Fox 2. The successful candidate will possess complete reliability in accurately gathering, recording and sharing information with our reporters, producers, on social media and to our website. Will be expected to research, gather, and produce relevant, timely original content, including breaking news for use on digital, social, streaming and broadcast platforms.

Bachelor's degree in a related field or equivalent work experience required. Three years of assignment desk experience strongly preferred. Must have strong knowledge of television news and digital production techniques, as well as newsroom computer systems. Candidate must demonstrate strong news judgment, problem-solving skills, and commitment to journalistic principles. We require a command of social media involvement with viewers and users. A geographical and historical knowledge of Metro Detroit is a strong plus. The candidate needs to be available to work various shifts both weekdays, weekends, and holidays. Candidate must be a good communicator who will support and collaborate with co-workers in a team environment.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Per-Diem-Assignment-Editor_R50018700

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<https://www.fox2detroit.com/jobs>

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018617-2

News Producer (Regular, Full-Time)

Individual will produce and write compelling newscasts. Will be responsible for generating stories, actively engaged in daily news gathering, writing accurate broadcast copy for multiple platforms, including website and social media. Also responsible for coordinating coverage with the assignment desk and reporters. May be called upon to field produce or write for other newscasts. Will create graphics and edit video for air, and booth live newscasts during breaking news. Other duties as deemed appropriate to be assigned. Bachelor's degree in a related field or equivalent work experience required. The candidate must possess a minimum three years' experience as a television newscast producer in a medium to major market. Candidate must have strong news judgment, good writing skills, knowledge of current events and excellent communication and people skills. Must handle pressure well including the ability to handle breaking news. Knowledge of TV production techniques and newsroom computer systems required. Must be creative, detail-oriented, and a problem solver. Exceptional news judgment a must. The ability to react quickly, multi-task, handle situations, and meet deadlines in a fast-paced, dynamic environment is essential. A working knowledge of Metro Detroit history and culture is preferred.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/News-Producer_R50018697

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Broadcast Technician (Regular, Full-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Director of Broadcast Operations, candidate must show proficiency in the operation of the Sony ELC production automation system, Grass Valley ITX, as well as various types of broadcast equipment. Work as a Master Control Operator, a TD or an Audio Operator during all Live News, Sports, Local Productions and daily On-Air Programming transmission integrated with commercial content.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

40% Operate various automated television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic as well as Hub based personnel to produce the highest possible quality On-Air production.

40% Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality Newscast possible.

15% Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production producers to create the highest quality Sports and local productions possible.

5% Perform other related duties as assigned by the Engineering Managers

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Nabet-Technician_R50018378

Creative Services Editor/Videographer (Regular, Full-Time)

The Promotions Photographer will shoot and post-produce high-end station promotional spots, Public Service campaigns, presentations, commercials, programs, and a variety of other creative on-air and off-air pieces. They will also act as a departmental videographer, shooting basic and high-end promo footage. The position will also be required to be "hands-on" during the creative process, providing input during the idea development and writing phases of various projects.

This position requires strong production and post-production skills. Must be experienced and proven on non-linear based editing systems, compositing software packages, proficient with HD video cameras and associated technical gear, and have previous experience in a team-oriented creative environment. Bachelor's degree or equivalent broadcast experience required.

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Promotions-Photographer_R50018313

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Executive Producer (Regular, Full-Time)

The Executive Producer will oversee and manage news personnel including producers, assignment editors, writers, video editors and photographers, reporters and anchors. The candidate will lead the editorial process and manage changes to daily news gathering as breaking news develops. The Executive Producer will work under the direction of the News Director and Assistant News Director to carry out the team's daily plan. The Executive Producer will need to be prepared to write news stories or booth broadcasts when needed. They may be relied on to take on schedules for different groups of employees.

The Executive Producer must possess strong broadcast writing skills for on-air and online as well as other digital platforms. They must be able to assemble news material in a logical, organized fashion and present stories in an engaging manner so consumers can comprehend local, national and international news. Ability to contribute ideas on a daily basis and recognize the types of stories make compelling television. Ability to adapt to a fast paced quickly changing environment and to react to live situations to cover breaking news. Must demonstrate strong leadership and communication skills.

A. Education:

Bachelor's degree in journalism or related field required

B. Experience

Must have experience as a broadcast producer (three to five minimum preferred).
Must be able to meet aggressive deadlines while still completing high quality stories.
Management experience is a plus.

C. Social Media enthusiast, friendly, respectful, hardworking and competitive

https://fox.wd1.myworkdayjobs.com/FOXTVST_EAST/job/Southfield-Michigan-USA/Executive-Producer_R50018368

Relief Technician (Temporary, Part-Time)

An employee in this classification, working under the direction of the VP of Engineering and under the direct supervision of the Engineering Director of Operations, must show proficiency in the operation of the Sony ELC production automation system, Grass Valley iTX (or similar programs), as well as various types of broadcast equipment for the purpose of producing Live News, Sports, Local Productions, and daily On-Air Programming transmission integrated with commercial content. Operate various automated television production equipment to maintain On-Air television production equipment to maintain On-Air television operations. Interact with and follow quickly changing instructions from Local Sales and Traffic, as well as Hub-based personnel to produce the highest quality On-Air production. Operate various television production equipment to produce daily Newscasts. Positive interaction with and proven ability to follow quickly changing instructions from News Directors and Producers to create the highest quality newscast possible. Operate various television production equipment to produce local sports and public affairs productions. Interact with and follow quickly changing instructions from Sports and Local Production Producers to create the highest quality Sports and local productions possible. Perform other related duties as deemed appropriate and as assigned. Associate Degree or equivalent broadcast experience required.

Bachelor's Degree in a related field preferred. Three to four years' experience working in a medium to major broadcast environment. Ability to adapt to a fast-paced, quickly changing technical environment and high stress situations. Valid Driver License. Must be able to lift 50 pounds.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Relief-Technician_R50017248-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

News Photographer (Temporary, Part-Time)

A Photographer/Editor operates camera and editing equipment for the purpose of gathering the news and documenting society. The primary role of the photographer/editor is the comprehensive depiction of the subject at hand. This individual will both shoot and edit material for station broadcasts and operate the equipment responsible for transmitting gathered material back to the station. Candidate will shoot and edit news stories and special events. They must operate live truck and other ENG equipment, as well as establish live shots, as required by the news department. The individual must operate communications equipment in live trucks. They must operate equipment in ENG receive including tuning in microwave and live shots; utilizing machines for record/dub/edit purposes; downlinking satellite transmissions. This person must utilize various communications equipment for both in-house and field communications. This person must also understand the use of good lighting, photographic, audio and editing techniques as required in the production of quality news. Must have ability to help plan major event coverage including site checks, troubleshooting and follow-up. Perform other duties as deemed appropriate and as assigned.

Bachelor's degree or equivalent in communications, journalism or broadcasting required. Minimum of five years' experience as a news photographer/editor. Knowledge of basic journalism and digital production techniques. Experience with the operation of a P2 camera, P2 editing equipment, and non-linear experience. Demonstrated ability to work as a team with other journalists. Must have an understanding of how to utilize social media to gain more newscast viewers and draw more consumers to fox2detroit.com and the Fox 2 Facebook page. A geographical and/or historical knowledge of Metro Detroit is a plus. Must have a valid driver's license.

<https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/News-Photographer--temporary-part-time-R50017250-1>

Reporter/Anchor (Regular, Full-Time)

WJBK's News Department is seeking an individual for an immediate opportunity as a Reporter/Anchor. Must bring hustle, originality, innovations, and commitment to the job every day. Will be expected to establish contacts and develop original story ideas. Must write and report with fairness and clarity and be an outstanding storyteller and on-air performer. Must have demonstrated proficiency in the use of social media to interact with news viewers and expand the reach of our news operation. We require an individual who communicates with a diverse audience in a concise yet comfortable manner. This person will be able to recognize important issues and meaningful developments in continuing stories. The job requires composure in breaking news situations and command of a spectrum of topics including hard news, entertainment, and popular culture. Knowledge of the Detroit market a plus. Other duties as deemed appropriate to be assigned.

Bachelor's degree in Communications and Journalism or related field or equivalent experience required. A minimum of three years of journalism background and television reporting experience required. Must possess strong social media skills. Must have a broad working knowledge of police procedures, the court system, and municipal, state and federal operations. Also, must have strong knowledge of legal and ethical parameters of reporting for mass media. Strong working knowledge of the technical aspects of television news production required, including digital and web-based newsgathering tools. Must be able to use newsroom computer systems.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Reporter-Anchor_R50016889-1

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R



JOB OPPORTUNITIES

Sales Assistant (Regular, Full-Time)

WJBK's Sales Department is seeking an individual for an immediate opportunity as a Sales Assistant. Individual will perform administrative and office support activities for the V.P. General Sales Manager and the Research Director. Will assist the General Sales Manager with various tasks which include: answer telephones, receive and direct visitors; coordinate travel and maintain monthly expense reports for both the General Sales Manager and National Sales Manager; maintain political tracking and upload orders on the FCC file; and update trade agreement book. Will also assist the Research Director with various tasks which include: maintain all sports tracking reports; update the regular and political rate guides; update all sports schedules; and create presentations and one-sheets. Additionally, will update programming in the Nielsen Enames system and send out end times; update quarterly program schedules for WJBK; update and post sales one-sheets, presentations and tracking reports on BOX; and provide back-up to the sales assistants for the Local Sales Manager and National Sales Manager.

4-year college degree preferred; high school degree required. Knowledge of Microsoft Office products: Word, Excel and Power Point. Knowledge of Nielsen ratings and Wide Orbit products are a plus. Minimum of 2 years' experience working in an office environment. Strong communication skills, detailed and organized.

https://fox.wd1.myworkdayjobs.com/Domestic/job/Southfield-Michigan-USA/Sales-Assistant_R50017262-1

Account Executive (Regular, Full-Time)

We're looking for an experienced OTT salesperson to manage, develop, assist and service business for the Fox local extension OTT platform (FLX).

Prospecting new business, present FLX capabilities via Zoom and in-person. Act as category expert, working alongside Fox linear sales teams. Overseeing all schedules throughout the campaign; work directly with stations, advertising agencies and clients to increase revenue for the FLX platform.

Excellent communication skills, proficient in Word, Excel, PowerPoint. Wide Orbit a plus. Knowledge of the local TV marketplace and how they are adapting to new OTT channels. Sales Hunter.

Two - Three years of successful experience in the digital media industry; Digital Video Advertising and/or Digital Agency/Digital Publisher experience preferred. College degree preferred. IAB certification preferred. Familiarity with basic digital media technology. Excellent presentation skills.

Preferred Qualifications: Existing relationships with senior level client or agency decision makers. Digital agency relationships.

https://fox.wd1.myworkdayjobs.com/en-US/FOXTVST_EAST/job/USA---MI---Remote/Account-Executive_R50013901-2

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A N E Q U A L O P P O R T U N I T Y E M P L O Y E R

Hayes, Dalina

From: HAYES, DALINA
Sent: Monday, May 16, 2022 12:47 PM
To: Dillon, Jay
Subject: Current Job Postings
Attachments: Updated Job Posting 05.16.2022.docx

Hi Jay,

I have attached the current job postings for you to post.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: HAYES, DALINA
Sent: Thursday, May 12, 2022 4:23 PM
To: Dillon, Jay <jay.dillon@FOX.COM>
Subject: RE: Current Job Postings

Thank you.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: Dillon, Jay <jay.dillon@FOX.COM>
Sent: Thursday, May 12, 2022 4:20 PM
To: HAYES, DALINA <dalina.hayes@FOX.com>
Subject: RE: Current Job Postings

Added! Thanks Dalina

From: HAYES, DALINA <dalina.hayes@FOX.com>
Sent: Thursday, May 12, 2022 12:49 PM
To: Dillon, Jay <jay.dillon@FOX.COM>
Subject: Current Job Postings
Importance: High

Hi Jay,

I have attached the current job postings for you to post.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: HAYES, DALINA
Sent: Tuesday, May 10, 2022 2:00 PM
To: Dillon, Jay <jay.dillon@FOX.COM>
Subject: RE: Current Job Postings

Hi Jay,

I've updated the Promotion Photographer to the Creative Services Editor/Videographer.

Thank you,



Dalina Hayes
Director of Human Resources
16550 West Nine Mile Rd.
Southfield, MI 48075
248.552.5233

From: HAYES, DALINA
Sent: Tuesday, May 10, 2022 1:56 PM
To: Dillon, Jay <jay.dillon@FOX.COM>
Subject: RE: Current Job Postings

Hi Jay,

I have attached the current job postings for you to post.

Thank you,