

## **Attachment 3**

### **Communications Announcing 2009 Job Vacancies Filled**

**2009 EEO Public File Report**

**Compilation of Interviewee Data**

**Vacancy Notices & Outreach Communications**

**WXIN(TV) and WTTV(TV), Indianapolis, Indiana  
ANNUAL EEO PUBLIC FILE REPORT  
Date: 11 April 1, 2009**

**Statement of EEO Policy**

This EEO Public File Report is filed in compliance with Section 73.2080(c)(6) of the FCC's 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of Stations WXIN(TV)/WTTV(TV), Indianapolis, Indiana.

WXIN/WTTV-TV, an equal opportunity employer, is dedicated to providing broad outreach regarding job vacancies, and we seek the help of local organizations in referring qualified applicants. Organizations that wish to receive information about vacancies at the station should contact the Human Resources Director at 317/632-5900.

For purposes of this Report, a vacancy was deemed "filled" not when the offer was extended, but when the hiree accepted the job offer and passed a background check and drug test (where required). A person was deemed "interviewed" whether he or she was interviewed in person, over the phone or via email. The Recruitment Sources are identified by number and listed (with complete contact information) in the attachment.

**Full-Time Vacancies Filled During Reporting Period** \* Denotes hired multiple candidates from a single applicant pool.

	Full-Time Position	Recruitment		Total Number Interviewed (from all Referral Sources)
		Sources Used	Successful Applicant	
1	Money Works/Special Projects Prod.	Sources 1 - 30	Source 28	2
2	News Assignment Editor	Sources 1 - 30	Source 28	1
3	Segment Producer	Sources 1 - 30, 33 - 34, 36	Source 28	10
4	AM Producer	Sources 1 - 30	Source 28	4
5	Account Executive - WXIN	Sources 1 - 31, 48	Source 29	7
6	Account Executive - WTTV *	Sources 1 - 31, 48	Source 29	21
7	Account Executive - WTTV *	Sources 1 - 31, 48	Source 28	*
8	AM Writer	Sources 1 - 31	Source 28	4
9	AM Segment Producer	Sources 1 - 30, 36, 48	Source 48	2
10	Web Producer	Sources 1 - 30, 33, 35 - 37, 48	Source 37	4
11	Photographer	Sources 1 - 30, 33 - 35, 37, 50	Source 29	3
12	Technical Director	Sources 1 - 30, 33 - 35, 37, 44, 50	Source 28	3
13	AM Writer	Sources 1 - 30	Source 29	2
14	Manager, Interactive Sales	Sources 1 - 30	Source 48	4
15	Copy Coordinator	Sources 1 - 30, 33	Source 29	2
16	Producer (Bob and Tom)	Sources 1 - 30, 37	Source 29	9
17	News Producer	Sources 1 - 30, 33	Source 29	4
18	Editor (Bob and Tom) *	Sources 1 - 31, 33, 37	Source 48	9
19	Editor/Studio Coordinator *	Sources 1 - 31, 33, 37	Source 28	*
20	Non Linear Editor	Sources 1 - 31, 33, 37	Source 48	9
21	Account Executive - WTTV *	Sources 1 - 31, 33, 37	Source 29	24
22	Account Executive - WTTV *	Sources 1 - 31, 33, 37	Source 29	*
23	Master Control Operator	Sources 1 - 30, 38, 40, 48	Source 40	10
24	Master Control Operator *	Sources 1 - 30, 33, 37 - 38, 40, 48	Source 48	12
25	Master Control Operator *	Sources 1 - 30, 33, 37 - 38, 40, 48	Source 29	*
26	Indiana's Marketplace Host/Producer	Sources 1 - 30, 33	Source 28	1
27	Account Executive - WXIN	Sources 1 - 30, 33, 37	Source 28	5
28	Sales Account Coordinator	Sources 1 - 30	Source 28	4
29	News Director	Sources 1 - 30, 45	Source 48	14
30	Content Producer - WXIN	Sources 1 - 31, 33, 37	Source 48	5
31	Content Producer - WTTV	Sources 1 - 31, 33, 37, 48	Source 29	12
32	Site Manager	Sources 1 - 30, 33, 37	Source 28	8

Total number of persons interviewed during applicable period:

195

**Supplemental Recruitment Measures 4/2/08 - 4/1/09**

Activity/Description	Date	Staff Participant	Sponsor
Indiana Collegiate Career Fair: Three staff members attended career fair to discuss internship positions with attendees and accept resumes for employment and summer internships.	4/4/08	Human Resources Manager Production Supervisor HR Assistant/Receptionist	IUPUI
Indiana Black Expo Employment Opportunity Fair: One staff member attended Career Fair, discussed broadcast career opportunities and internship positions with attendees, accepted resumes and met informally with potential candidates. Coordinated through the Indiana Broadcasters Association (IBA).	7/17/08	Human Resources Manager	Indiana Black Expo Along with other participating stations, coordinated through IBA.
Unity Conference Expo/Job Fair: Two local staff members attended Conference/Job/Career Fair, discussed broadcast career opportunities with attendees, accepted resumes and met informally with potential candidates.	7/23 - 7/25/08	Human Resources Manager News Director	Unity Conference Exposition National Association of Black Journalists (NABJ)
Ball State Fall Career Fair: Two staff members attended internship fair to discuss internship positions and open positions with attendees and accept resumes.	9/17/08	Production Supervisor News Internship Coordinator	Ball State University
IUPUI Intern Connections Fall Fair 2008: Three staff members attended Career Fair to discuss internship positions for the winter and accepted resumes for current positions.	10/22/08	Human Resources Manager HR Assistant/Receptionist PM-Executive Producer	IUPUI
Indiana Broadcasters Association Job Fair: One staff member attended the Career Fair, discussed broadcast career opportunities and internship positions with attendees, accepted resumes and met informally with potential candidates.	11/19/08 2/7/09	Production Supervisor	Indiana Broadcasters Association
Indiana Broadcasters Foundation Scholarship Program: Donated \$1,500 to scholarship fund, promoted program via on-air community calendar, disseminated applications and participated in evaluation process.	1/30/09	VP/General Manager Human Resources Manager	Indiana Broadcasters Foundation, WXIN/WTTV-TV, along with other participating stations
Kelly School of Business Career Placement Office-Mock Interviews: One staff member participated in an event which provided an opportunity for college students to interview with Companies to gain real life experience and network for internship and career opportunities.	11/18/08	Human Resources Manager	IUPUI - Kelly School of Business
North Central Class Visit: One staff member participated in an event which provided high school students to meet with minority professionals and learn how to prepare for successful careers.	12/5/08	Graphic Artist	North Central High School
Internship Program: College students spend a semester in a position that gives them hands-on experience in their career field. This position is part-time, usually 20 hours per week. 20 - 25 interns per year.	Ongoing	Human Resources Manager Various Department Heads News, Sales, Marketing and Production Personnel	WXIN/WTTV-TV
IUPUI Intern Connections Spring Fair 2009: Attended Internship fair to discuss internship positions with attendees and accept resumes for employment and summer internships.	1/28/09	Human Resources Manager Local Sales Manager National Sales Manager	IUPUI
Indiana Association of School Broadcasters: One staff member attended High School Broadcasting Competition and Conference at the University of Indianapolis. Participated in Workshop Sessions, Live Radio and Television competitions. Participated as a Judge. Continue to recruit students for future internships and employment for the stations.	3/9/09	Production Supervisor	University of Indianapolis
Center for Leadership Development Role Model/Advisor Experience: One staff member participated in the event which provided an opportunity for high school students and their parents to meet with minority professionals and learn how to prepare for successful careers.	3/22/09	Senior Graphic Artist	Center for Leadership Development

**Recruitment Sources**

An asterisk (\*) denotes those sources that have requested notification of job vacancies pursuant to Section 73.2080(c) of the FCC's 2002 EEO Rule.

<b>Recruitment Source &amp; Contact Information</b>	<b>Total number of Interviewees referred by Source during reporting period</b>	<b>Full-time Positions for which Source was Utilized</b>
1 100 Black Men of Indianapolis, Inc. 3901 North Meridian Street Indianapolis IN 46208 ATTN: Vernice Williams, Program Coordinator (317) 921-1276	0	Positions 1-32
2 American Indian Center of Indiana, Inc. 1026 Shelby Indianapolis IN 46203 ATTN: Nissa Rhoden, Central Indiana Regional Case Manager (317) 917-8000	0	Positions 1-32
3 Anderson University* 1100 East 5th Street, D206 Anderson, IN 46012 (765) 641-4196 ATTN: Carole Hensley, Career Development	0	Positions 1-32
4 Ball State University Lucina Hall 220 Muncie IN 47306 ATTN: Cindy Hershman, Employer Service Assistant (765) 285-2436	0	Positions 1-32
5 Brown College* 1440 Northland Drive Mendota Heights MN 55120 ATTN: Amber Luckie, Career Services Representative (651) 905-3465	0	Positions 1-32
6 Butler University 4600 Sunset Avenue Indianapolis IN 46208 ATTN: Roni Raspberry, Director of Career Services (317) 940-5627	0	Positions 1-32
7 Franklin College 501 East Monroe Street Franklin IN 46131 ATTN: Marry Long, Director of Career Services (317) 738-8801	0	Positions 1-32
8 Hanover College* PO Box 108 Hanover, IN 47243 (812) 866-7126 ATTN: Margaret Krantz, Career Center Director	0	Positions 1-32
9 Illinois Center for Broadcasting* 55 West 22nd Street, Suite 240 Lombard IL 60148 ATTN: Patrick Johnson, Job Placement Director (630) 916-1700	0	Positions 1-32

Recruitment Source & Contact Information	Total number of Interviewees referred by Source during reporting period	Full-time Positions for which Source was Utilized
10 Indiana Broadcaster's Association* 3003 East 98 <sup>th</sup> Street, Suite 161 Indianapolis IN 46280 ATTN: Courtney Smith (317) 573-0119	0	Positions 1-32
11 Indiana Tech 3500 DePauw Blvd Indianapolis IN 46268 ATTN: Dee Yard (317) 466-2121	0	Positions 1-32
12 Indiana University 625 North Jordan Avenue Bloomington IN 47405 ATTN: Elizabeth Bolvard, Career Development Center (812) 855-1556	0	Positions 1-32
13 Indianapolis Association of Black Journalists* PO Box 441795 Indianapolis IN 46244-1795 ATTN: Michael Dabney, Chapter President (317) 444-2814	0	Positions 1-32
14 Indianapolis Urban League 777 Indiana Ave. Indianapolis IN 46202 ATTN: Brian McDonald, Director of Workforce Development (317) 693-7603	0	Positions 1-32
15 IUPUI - Indiana University/Purdue University, Indianapolis 815 West Michigan Street 3rd Floor Indianapolis IN 46202 ATTN: Tiffany Fox, Career Center (317) 274-2554	0	Positions 1-32
16 Latin Workforce Connection* 3760 Guion Road Indianapolis IN 46222 ATTN: Jenny Sosna, Career Services & Placement (317) 244-7780	0	Positions 1-32
17 Madison County Urban League 1210 West 10th Street Anderson IN 46016 ATTN: Millan Page, Director of Employment (765) 649-7126	0	Positions 1-32
18 Marian College 3200 Cold Spring Road Indianapolis IN 46222-1997 ATTN: Diane Workman, Director, Career Services (317) 955-6000	0	Positions 1-32
19 National Association of Hispanic Journalists 1193 National Press Building Washington DC 20045 ATTN: Mitchell Viagnoli (202) 662-7145	0	Positions 1-32
20 National Black Media Coalition PO Box 10310 Silver Spring MD 20914-0310 ATTN: Natasha (301) 587-9100	0	Positions 1-32

Recruitment Source & Contact Information	Total number of Interviewees referred by Source during reporting period	Full-time Positions for which Source was Utilized
21 National Society of Hispanic MBAs* Indianapolis CIF, PMB #172 7462 East Fishers Station Fishers IN 46038 ATTN: Steven Ramos, President (317) 566-3953	0	Positions 1-32
22 Ohio & Illinois Centers for Broadcasting* 9000 Sweet Valley Drive Valley View OH 44125 ATTN: Gary James, National Placement Director (216) 447-9117	0	Positions 1-32
23 Specs Howard School of Broadcast Arts* 19900 West Nine Mile Road Southfield MI 48075 ATTN: Nicole LaDouceur, Video Placement Advisor (248) 358-9000	0	Positions 1-32
24 Training, Inc. <u>cindy@traininginc-indy.org</u>	0	Positions 1-32
25 University of Indianapolis* 1400 East Hanna Avenue Indianapolis IN 46227 ATTN: Karen Childres (317) 788-2191	0	Positions 1-32
26 University of Southern Indiana* 8600 University Boulevard Evansville IN 47712 ATTN: Pam Doerfer, Career Services & Placement (812) 464-1865	0	Positions 1-32
27 Vincennes University 928 N 3rd St Vincennes IN 47591 ATTN: Doug Young, Chairman of Broadcasting (812) 888-5417	0	Positions 1-32
28 WXIN/WTTV Internal Posting	44	Positions 1-32
29 WXIN Site (FOX59.com)/WTTV Site (indianas4.com)	93	Positions 1-32
30 Tribune Company Posting Includes: Inside Track - 0 interviewees CareerBuilder.com - 12 interviewees BlackVoices.com - 0 interviewees	12	Positions 1-32
31 Indianapolis Recorder 2901 N. Tacoma Avenue Indianapolis, IN 46218 ATTN: Sharon Maxey (317) 924-5143	0	Positions 5 - 8, 18 - 22, 30 - 31
32 Medialine (www.medialine.com) P.O. Box 51909 Pacific Grove, CA 93950 ATTN: Mark Shilstone (800) 237-8073	0	Positions 29
33 TV Jobs.com (www.tvjobs.com) Broadcast Employment Services P.O. Box 4116 Oceanside, CA 92052 (800) 374-0119	1	Positions 3, 10 - 12, 15, 17 - 22, 26 - 27, 30 -32

Recruitment Source & Contact Information	Total number of Interviewees referred by Source during reporting period	Full-time Positions for which Source was Utilized
34 TV Spy (www.tvspy.com) 150 West 22nd St., 5th Floor New York, NY 10011 ATTN: Stephen Warley, General Manager (212) 366-4212 x363	0	Positions 3, 11 - 12
35 <a href="http://www.journalismjobs.com">www.journalismjobs.com</a>	0	Positions 11 - 12
36 <a href="http://www.journalismnext.com">www.journalismnext.com</a>	0	Positions 3, 9
37 <a href="http://www.lostremote.com">www.lostremote.com</a>	4	Positions 10-12, 16, 18-22, 24-25, 27, 30-31
38 Indiana Broadcaster's Association Career Fair	2	Positions 4, 23, 26, 29 - 32
39 Indiana Black Expo Employment Opportunity Fair	0	Positions 1, 4, 6 - 7, 14, 16 - 17, 24 - 25
40 South Bend Tribune 225 W. Colfax Avenue South Bend, 46626 (574) 235-6000 ATTN: Mike Dunleavy	1	Positions 23 - 25 <u>(12)</u>
41 Lafayette Journal and Courier 217 N. 6th St. Lafayette, IN 47901-1448 (765) 423-5512 ATTN: Kelly Burroughs	0	Positions 12
42 Dayton Daily News 45 South Ludlow Street Dayton, OH 45401-1858 (937) 225-2000 ATTN: Amanda Masey	0	<del>Positions 12</del>
43 Evansville Courier & Press 300 East Walnut Street PO BOX 268 Evansville, IN 47702-0268 (812) 461-1200	0	Positions 12
44 Champaign News Gazette 15 East Main Street Champaign, IL 61820 ATTN: (217) 351-5288	0	Positions 12
45 Rick Gavers & Associates PO Box 577 Zionsville, IN 46077-0577 ATTN: Rick Gavers (317) 769-7900	6	Positions 29
46 Fort Wayne Newspapers 600 West Main St. PO Box 100 Fort Wayne, IN 46801 (260)461-8541 ATTN: Angie Gray	0	Positions 12
47 Unsolicited inquiries; walk in applicants; unknown sources	0	Positions 1-32
48 Employee referral	30	Positions 1-32

**Recruitment Source & Contact Information**

Recruitment Source & Contact Information	Total number of Interviews referred by Source during reporting period	Full-time Positions for which Source was Utilized
49 Spots n Dots <a href="mailto:april@spotsndots.com">april@spotsndots.com</a> Attn: April Causey (888) 884-2630- Phone (740) 422-4825	0	Positions 5 - 7
50 <a href="http://www.craigslst.com">www.craigslst.com</a>	0	Positions 11 - 12
51 <a href="http://www.newsblues.com">www.newsblues.com</a>	2	Positions 29
195		



WXIN-TV and WTTV-TV 2009 EEO Public File Report Interviewee Data

Position No.	Full-Time Position Vacancy	Total # of Interviewees	Referral Sources for Interviewees	# of Interviewees
1	Money Works/Special Projects Producer	2	Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com)	2
2	News Assignment Editor	1	Internal Promotion	1
3	Segment Producer	10	Employee Referral TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com)	3 3 4
4	AM Producer	4	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) TV Internal Posting (WXIN & WTTV)	3 1
5	Account Exec - WXIN	7	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com) Employee Referral	3 2 2
6	Account Exec - WTTV	21	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com) Employee Referral	3 10 6 2
7	Account Exec - WTTV			
8	AM Writer	4	Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) TV Internal Posting (WXIN & WTTV)	1 2 1
9	AM Segment Producer	2	Employee Referral	2
10	Web Producer	4	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Lost Remote Site (www.lostreamote.com) Employee Referral	1 1 1 1
11	Photographer	3	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com))	1 2
12	Technical Director	3	TV Internal Posting (WXIN & WTTV)	3
13	AM Writer (News Writer)	2	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com))	2
14	Manager, Interactive Sales	4	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Employee Referral	2 2
15	Copy Coordinator	2	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com))	2
16	Producer (Bob & Tom)	9	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Employee Referral	4 4 1
17	News Producer (11AM)	4	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com))	2 2
18	Editor (Bob & Tom)	9	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Employee Referral	4 4 1
19	Editor/Studio Coordinator	9	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Employee Referral	4 4 1
20	Non Linear Editor (AM)	9	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Employee Referral	4 4 1
21	Account Exec - WTTV	24	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com) Employee Referral	1 14 1 1 8
22	Account Exec - WTTV			
23	Master Control Operator	12	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com))	7
24	Master Control Operator		IN Broadcaster's Association - Career Fair	1
25	Master Control Operator		South Bend Tribune (Newspaper Ad) Employee Referral	1 3
26	IN's Marketplace Host / Producer	1	Internal Promotion	1
27	Account Exec - WXIN	5	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Employee Referral	1 2 2
28	Sales Account Coordinator	4	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com))	1 3
29	News Director	14	TV Internal Posting (WXIN & WTTV) Rick Gevers & Associates (Recruiter??) Employee Referral News Blues Site (www.newsblues.com)	4 6 2 2
30	Content Producer - WXIN	5	TV Internal Posting (WXIN & WTTV) TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Lost Remote Site (www.lostreamote.com) Employee Referral	2 1 1 1
31	Content Producer - WTTV	12	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) TV Jobs (www.tvjobs.com) Lost Remote Site (www.lostreamote.com) IN Broadcaster's Association - Career Fair Employee Referral	8 1 1 1 1 1
32	Site Manager	9	TV Sites (WXIN Site (FOX59.com) & WTTV Site (indianas4.com)) Tribune Internal Posting (Intranet, CareerBuilder.com, BlackVoices.com)	1 8

**POSITION AVAILABLE**

Date Submitted	03/13/08
Department	News
Position	Money Works/Special Projects Producer
Date Available	Immediately

**Job Description:** Responsible for generating coverage ideas and producing packages, vos and vosots for Money Works segments on Fox 59 News. Works with anchor, assignment desk and show producers to provide our audience with up-to-date coverage of consumer, economic and business news that has impact and relevance for Central Indiana viewers. Recognizes and develops coverage plans for the consumer and economics issues that hit home with viewers. Produces packages and segments that are compelling, interesting and thought-provoking. Writes clear, concise and interesting copy and packages. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Is able to understand, process and judge consumer, economic and business stories to determine news value. Schedules shoots, sets up interviews and works with photographer to transform ideas into interesting television. Contributes executable ideas for sweeps periods. When needed, is able to work as a field producer on news stories that can be turned into packages for on-air talent. Ability to line-produce special reports is a plus. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Other duties as assigned.

**Qualifications Necessary:** College degree in a related field preferred. At least two years experience as a reporter or field producer on a daily newscast desired. Effective writing, good organizational skills and excellent communication skills required. Solid news judgment and an appreciation for and understanding of consumer and economic news are vital. Stays informed on current affairs and consumer and economic issues. Can perform duties and make decisions under deadline pressure. Strong desire to be a member of a winning team.

**List any Physical Requirements or Restrictions (for major responsibilities of position):**  
Vision and hearing

**Other Information: Job offer contingent upon favorable results of substance abuse testing and background investigation**

**Application Deadline: 3/27/08**

**Ad Copy (exactly as you wish it to read):** WXIN FOX 59 seeks a consumer/special projects producer to join Central Indiana's top-rated late newscast, Fox 59 News at 10. Successful candidate will be a producer with terrific writing skills, an eye for great video and the ability to write packages, vos and vosots that will bring viewers to the newscast and keep them there. Must have a strong interest in consumer and business issues to keep Fox 59 News at the forefront of coverage with high impact for Central Indiana viewers. Also, must be able to generate and execute ideas for special coverage and special projects. Line producing skills a plus. A college degree in broadcast journalism

or related major preferred, as are at least 2 years producing experience, familiarity with ENG/SNG newsgathering, solid organizational skills and people skills that will keep everyone working as a team for our viewers. Send resume, cover letter and non-returnable VHS or DVD highlighting your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

Other trade publications or organizations to post position to (provide contact name, address or phone number): TVJobs.com, TV Spy, Medialine, minority/university contacts, Inside Track, selected regional newspapers

Q Open req 13642BR Money Works/Special Project Producer

? Help

The req 13642BR: Money Works/Special Project Producer has been opened.

OK

*Tribune Co.  
posting*

*Posted on: CareerBuilder.*

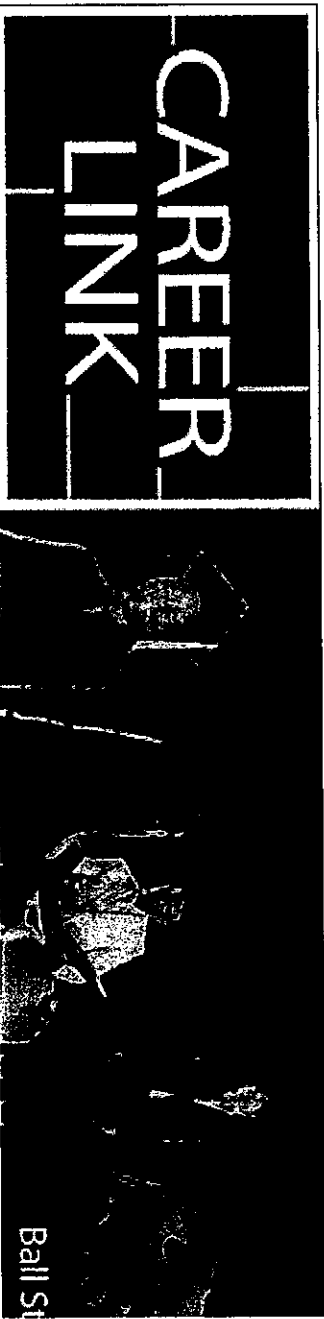
*Inside Track*

*Black Voices*

*fox89.com*

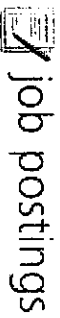
*Indians4.com*

*Tribune.com*



Greta Fischer @ WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

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NETWORKS

## Money Works/Special Projects Producer

### Position Information

**Employer:** WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

**Division:** WXIN/WTTV, Fox 59 & CW4

**Title:** Money Works/Special Projects Producer

**Number of Openings:** 1

**Description:** Responsible for generating coverage ideas and producing packages, vos and vosots for Money Works segments on Fox 59 News. Works with anchor, assignment desk and show producers to provide our audience with up-to-date coverage of consumer, economic and business news that has impact and relevance for Central Indiana viewers. Recognizes and develops coverage plans for the consumer and economics issues that hit home with viewers. Produces packages and segments that are compelling, interesting and thought-provoking. Writes clear, concise and interesting copy and packages. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Is able to understand, process and judge consumer, economic and business stories to determine news value. Schedules shoots, sets up interviews and works with photographer to transform ideas into interesting television. Contributes executable ideas for sweeps periods. When needed, is able to work as a field producer on news stories that can be turned into packages for on-air talent. Ability to line-produce special reports is a plus. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Other duties as assigned.

### Application Status

You do not have any resumes available to submit. Please upload your resume and try again.

### Important Dates

**Posted On:**  
Mar 14, 2008

**Applications Accepted Until:**  
Mar 28, 2008

To Apply for a job use the drop down menu in the Application Status section above to confirm the correct resume is selected (if you have more than one in your documents section). Then click Submit.

### Location:

<b>Location</b>
City Indianapolis
State Indiana
Country United States

**Position Type:** Professional Employment

**Desired Major(s):** College of Communication, Information & Media

**Desired Class Level(s):** Alumnus/Alumna

**Salary Level:** 0

**Job Function:** Communications - Broadcasting, Communications - Journalism/Pub, Public Relations

**Qualification:** College degree in a related field preferred. At least two years experience as a reporter or field producer on a daily newscast desired. Effective writing, good organizational skills and excellent communication skills required. Solid news judgment and an appreciation for and understanding of consumer and economic news are vital. Stays informed on current affairs and consumer and economic issues. Can perform duties and make decisions under deadline pressure. Strong desire to be a member of a winning team.

Send resume, cover letter and non-returnable VHS or DVD highlighting your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.



- [About IBA](#)
- [Amber Alert](#)
- [Broadcast Pioneers](#)
- [EAS](#)
- [Events](#)
- [Indiana OTV](#)
- [Inspection Program](#)
- [Job Bank](#)
- [Legal Services](#)
- [Legislative](#)
- [Member Radio & TV Stations](#)
- [My Member Packet](#)
- [Publications](#)
- [Student Page](#)
- [Used Broadcast Equipment](#)

**Address:**  
 3003 E 98th St, Ste 141  
 Indianapolis, IN 46280

**Phone Numbers:**  
 800-249-6276 (toll-free)  
 317-573-0119 (Direct Line)  
 317-573-0895 (fax)

**Email:**  
[INDBA@sol.com](mailto:INDBA@sol.com)

**Opportunities/Employment**

[« Back to Job Listings](#)

**Money Works/Special Projects Producer** posted: Mar 14 2008

**Start Date:** immediately

**Emp Type:** Full-Time

**Location:** Indianapolis, IN

**Station Information:** WXIN/WTTV  
 6910 Network Place  
 Indianapolis, IN 46278

**Contact Person:** Human Resources

**Required Skills:**

College degree in a related field preferred. At least two years experience as a reporter or field producer on a daily newscast desired. Effective writing, good organizational skills and excellent communication skills required. Solid news judgment and an appreciation for and understanding of consumer and economic news are vital. Stays informed on current affairs and consumer and economic issues. Can perform duties and make decisions under deadline pressure. Strong desire to be a member of a winning team.

**Job Description:**

Responsible for generating coverage ideas and producing packages, vos and vosots for Money Works segments on Fox 59 News. Works with anchor, assignment desk and show producers to provide our audience with up-to-date coverage of consumer, economic and business news that has impact and relevance for Central Indiana viewers. Recognizes and develops coverage plans for the consumer and economics issues that hit home with viewers. Produces packages and segments that are compelling, interesting and thought-provoking. Writes clear, concise and interesting copy and packages. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Is able to understand, process and judge consumer, economic and business stories to determine news value. Schedules shoots, sets up interviews and works with photographer to transform ideas into interesting television. Contributes executable ideas for sweeps periods. When needed, is able to work as a field producer on news stories that can be turned into packages for on-air talent. Ability to line-produce special reports is a plus. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Other duties as assigned.

Send resume, cover letter and non-returnable VHS or DVD highlighting your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

EOE

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## WXIN-FOX 59/WTTV-CW 4

<b>Function</b>	Public Relations, Not Specified, Editorial
<b>Job Location</b>	Indiana-Indianapolis
<b>Job Level</b>	Full-time (Experienced)
<b>Job Title</b>	Money Works/Special Projects Producer
<b>Job Description</b>	<p>Responsible for generating coverage ideas and producing packages, vos and vosots for Money Works segments on Fox 59 News. Works with anchor, assignment desk and show producers to provide our audience with up-to-date coverage of consumer, economic and business news that has impact and relevance for Central Indiana viewers. Recognizes and develops coverage plans for the consumer and economics issues that hit home with viewers. Produces packages and segments that are compelling, interesting and thought-provoking. Writes clear, concise and interesting copy and packages. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Is able to understand, process and judge consumer, economic and business stories to determine news value. Schedules shoots, sets up interviews and works with photographer to transform ideas into interesting television. Contributes executable ideas for sweeps periods. When needed, is able to work as a field producer on news stories that can be turned into packages for on-air talent. Ability to line-produce special reports is a plus. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Other duties as assigned.</p>

College degree in a related field preferred. At least two years experience as a reporter or field producer on a daily newscast desired. Effective writing, good organizational skills and excellent communication skills required. Solid news judgment and an appreciation for and understanding of consumer and economic news are vital. Stays informed on current affairs and consumer and economic issues. Can perform duties and make decisions under deadline pressure. Strong desire to be a member of a winning team.

Send resume, cover letter and non-returnable VHS or DVD highlighting your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Positions Available**      1

### Contact Information

Employer :      WXIN-FOX 59/WTTV-CW 4  
 Address :      6910 Network Place  
                     Indianapolis IN 46278 US

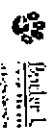
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## Detailed Job Information

### Job Details

**Job Title:**  
Money Works/Special Projects Producer

**Opportunity Type:**  
Job

**Description:**  
Responsible for generating coverage ideas and producing packages, vos and vosots for Money Works segments on Fox 59 News. Works with anchor, assignment desk and show producers to provide our audience with up-to-date coverage of consumer, economic and business news that has impact and relevance for Central Indiana viewers. Recognizes and develops coverage plans for the consumer and economics issues that hit home with viewers. Produces packages and segments that are compelling, interesting and thought-provoking. Writes clear, concise and interesting copy and packages. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Is able to understand, process and judge consumer, economic and business stories to determine news value. Schedules shoots, sets up interviews and works with photographer to transform ideas into interesting television. Contributes executable ideas for sweeps periods. When needed, is able to work as a field producer on news stories that can be turned into packages for on-air talent. Ability to line-produce special reports is a plus. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Other duties as assigned.

College degree in a related field preferred. At least two years experience as a reporter or field producer on a daily newscast desired. Effective writing, good organizational skills and excellent communication skills required. Solid news judgment and an appreciation for and understanding of consumer and economic news are vital. Stays informed on current affairs and consumer and economic issues. Can perform duties and make decisions under deadline pressure. Strong desire to be a member of a winning team.

Send resume, cover letter and non-returnable VHS or DVD highlighting your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting, Editorial, Not Specified, Other, Public Relations

<b>Interview Schedules</b>
This job will not have an interview schedule attached.
<b>Modification History</b>
<b>Last Modified:</b> 3/14/08 By Greta Fischer (WXIN Fox 59)
<b>Created:</b> 3/14/08 By Greta Fischer (WXIN Fox 59)

**Period Of Employment:**  
Not Specified

**Cover Letter Required:**  
Yes

**Other Requested Materials:**  
Send resume, cover letter and non-returnable VHS or DVD highlighting your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Application Qualifications**

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications, Telecommunication Arts

**Student Status:**  
Alumnus/a

**Application Method**

**Do you want students to apply to this job online (via eRecruiting)?**  
Yes

**How do you want to receive applications?**  
Email each application as it is submitted.



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**POSITION AVAILABLE**

Date Submitted: 4/14/08  
Department: News  
Position: News Assignment Editor/Full-time  
Date Available: Immediately

Job Description: Works with Assignment Manager to oversee operation of assignment desk to ensure daily news events that may be included on news broadcasts are covered. Makes sure stories deemed newsworthy are covered. Attends daily editorial meetings. Assigns crews to cover breaking news. Assigns reporters and/or photographers to news stories. Keeps executive producer and line producer informed on how reporter's stories are progressing and on new stories that may develop throughout the evening. Attempts to check out spot news stories by telephone when possible before dispatching crew to scene. Answers telephones. Listens to viewers complaints; accepts criticism in a professional, courteous manner, and offers suggestions or answers as appropriate. Routinely checks police and fire beats for possible stories (at least 3 times per shift). Arranges video receipt via VVXX or Satellite from other affiliates. Monitors radios/scanners. Develops a network of news sources in all fields. Sets up stories in advance when possible. Provides reporters, photographers and/or producers with background material on stories. Assists in rolling on news feeds throughout the day. Other duties as assigned by supervisor.

Qualifications Necessary: College degree in journalism or related field preferred. Three to five years experience on assignment desk or in some other capacity in a broadcast or print news department. Excellent journalistic background. Good written and verbal communication skills. Good organizational skills. Self starter. Can perform duties and make decisions under pressure.

List any Physical Requirements or Restrictions (for major responsibilities of position):  
Vision and hearing.

Application Deadline: 4/27/08

Ad Copy (exactly as you wish it to read): WXIN Fox 59, a Tribune Broadcasting Station, seeks a full-time News Assignment Editor to assist in the operation of the news assignment desk to ensure news events are covered. College degree in journalism or related field preferred. At least 3 years experience on assignment desk or another capacity in a broadcast or print news environment desired. Excellent journalistic background, organizational skills and good communication skills required. Must be able to perform duties and make decisions under deadline pressure. Send resume and cover letter stating position desired, salary requirements and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

Other trade publications or organizations to post position to (provide contact name, address or phone number): TVJobs.com, Medialine, Indianapolis Recorder, Tribune company-wide posting, minority and university contacts.

Open req 13845BR Editor, Assignment

? Help

The req 13845BR: Editor, Assignment has been opened.

OK

Tribune Co. Postng:

Tribune.com

Posted on - CareerBuilder

Inside Trace

Black Voices

Forsa.com

Indians4.com

**Williams, Jennifer**

---

**From:** jgwilliams@tribune.com [ENTERPRISE@TRM.BRASSRING.COM]

**Sent:** Monday, April 14, 2008 3:36 PM

**To:** Williams, Jennifer

**Subject:** A new req has been opened: (13845BR,Editor, Assignment)

**Title:** Editor, Assignment

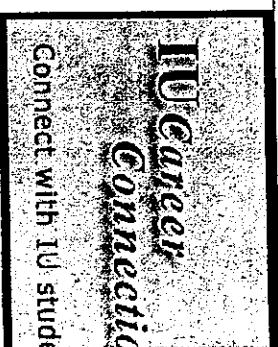
**Req ID:** 13845BR

**Message:**

Williams, Jennifer has sent you an *elink* to view.

Attached please find an HTML document with a hyperlink.

4/14/2008



WXIN - FOX59

**Employer Center**

**Post a Job/Internship**

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**Document Library**

**Function**

**Job Location**

**Job Level**

**Start Date**

**Job Title**

**Job Description**

Production

Indiana-Indianapolis

Full-time (Experienced)

04/14/2008

News Assignment Editor

Assists assignment editor in carrying out response assignment desk. Monitors radio scanners for Makes daily beat check of police and fire department stories. Relays information, instructions, etc., Answers telephone, taking story ideas from view and sets up possible stories. Utilizes press release for possible stories and upcoming news events viewers complaints in a professional, courteous offers suggestions or answers as appropriate. recording feeds. Logs tapes. Assembles plan coverage of breaking news. Updates assignment story files. Makes court calls and updates files assigned by supervisor.

College degree in journalism or related field preferred. At least one year television newsroom experience and verbal communication skills. Organization orientation. Self-motivated and diligent. Excellent skills. Can perform duties and make decisions under pressure.

Send resume and cover letter stating position requirements and referral source to: Human Resources, 6910 Network Place, Indianapolis, IN 46278.

**Positions Available**

**Job Duration Visibility**

1

Close the position on 4-28-2008

## Contact Information

Employer : WXIN - FOX59 Indianapolis

Recruiter : Elizabeth Lines

[Post this Job](#)

[Edit this Job](#)

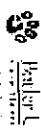
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### Job Details

**Job Title:**  
News Assignment Editor

**Opportunity Type:**  
Job

**Description:**  
Assists assignment editor in carrying out responsibilities of assignment desk. Monitors radio scanners for possible stories. Makes daily beat check of police and fire departments for possible stories. Relays information, instructions, etc., to crews in field. Answers telephone, taking story ideas from viewers. Researches and sets up possible stories. Utilizes press releases and Internet for possible stories and upcoming news events. Listens to viewers complaints in a professional, courteous manner, and offers suggestions or answers as appropriate. Assists in recording feeds. Logs tapes. Assembles plan and crews for coverage of breaking news. Updates assignment board. Creates story files. Makes court calls and updates files. Other duties as assigned by supervisor.

College degree in journalism or related field preferred. At least one year television newsroom experience. Good written and verbal communication skills. Organizational skills. Detail orientation. Self-motivated and diligent. Excellent interpersonal skills. Can perform duties and make decisions under deadline pressure.

Send resume and cover letter stating position desired, salary requirements and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

[Interview Schedules](#)

This job will not have an interview schedule attached.

[Modification History](#)

**Last Modified:** 4/14/08  
By Elizabeth Lines (WXIN Fox 59)

**Created:** 4/14/08  
By Elizabeth Lines (WXIN Fox 59)



**Other Requested Materials:**

Send resume and cover letter stating position desired, salary requirements and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Application Qualifications**

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications

**Student Status:**  
Alumnus/a

**Application Method**


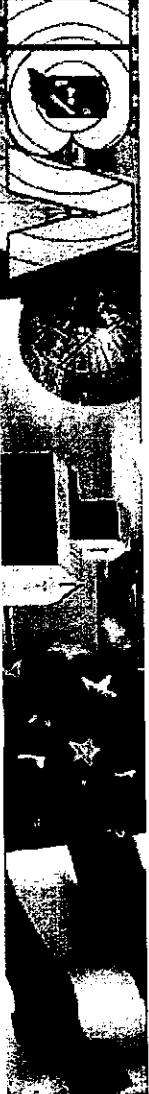
**Do you want students to apply to this job online (via eRecruiting)?**



Yes

**How do you want to receive applications?**

Email each application as it is submitted.



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Indiana DTV

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Job Bank

Legal Services

Legislative

Member Radio & TV Stations

My Member Pocket

Publications

Student Page

Used Broadcast Equipment

**Address:**  
 3003 E. 98th St., Ste. 161  
 Indianapolis, IN 46280  
**Phone Numbers:**  
 800-342-6776 (Indiana Only)  
 317-573-0119 (Direct Line)  
 317-573-0895 (Fax)  
**E-Mail:**  
[INDBA@ind.com](mailto:INDBA@ind.com)

**Opportunities/Employment**

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El Yo

**News Assignment Editor** posted: Apr 14 2008

[ch

**Start Date:** immediately

**Emp Type:** Full-Time

**Station Information:** WXIN / WTTV  
 6910 Network Pl.  
 Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

Assists assignment editor in carrying out responsibilities of assignment desk. Monitors radio scanners for possible stories. Makes daily beat check of police and fire departments for possible stories. Relays information, instructions, etc., to crews in field. Answers telephone, taking story ideas from viewers. Researches and sets up possible stories. Utilizes press releases and Internet for possible stories and upcoming news events. Listens to viewers complaints in a professional, courteous manner, and offers suggestions or answers as appropriate. Assists in recording feeds. Logs tapes. Assembles plan and crews for coverage of breaking news. Updates assignment board. Creates story files. Makes court calls and updates files. Other duties as assigned by supervisor.

Send resume and cover letter stating position desired, salary requirements and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Job Description:**

College degree in journalism or related field preferred. At least one year television newsroom experience. Good written and verbal communication skills. Organizational skills. Detail orientation. Self-motivated and diligent. Excellent interpersonal skills. Can perform duties and make decisions under deadline pressure.

EOE

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# CAREER LINK



Ball St

Log Out Elizabeth Lines @ FOX 59/ CW 4



job postings

NACElink software by **msymplcity**

**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

**Position Information**

ID: 707668

Position Type: Professional Employment

Requisition #:

Restrict no Applications:

Title: News Assignment Editor

Number of 1 Openings:

**Description:** Job Assists assignment editor in carrying out responsibilities of assignment desk. Monitors radio scanners for possible stories. Makes daily beat check of police and fire departments for possible stories. Relays information, instructions, etc., to crews in field. Answers telephone, taking story ideas from viewers. Researches and sets up possible stories. Utilizes press releases and Internet for possible stories and upcoming news events. Listens to viewers complaints in a professional, courteous manner, and offers suggestions or answers as appropriate. Assists in recording feeds. Logs tapes. Assembles plan and crews for coverage of breaking news. Updates assignment board. Creates story files. Makes court calls and updates files. Other duties as assigned by supervisor.

Default email [elines@tribune.com](mailto:elines@tribune.com) address for resumes:

Desired Start April 14, 2008

Date:

Duration:

Approximate Hours Per Week:

Travel Percentage:

<b>Total Views</b>	
Candidate Views:	0

Salary Level: 0

Location: Location

Nation Wide

no

City

Indianapolis

State

Indiana

Country

United States

Job Function: Communications - Broadcasting

Qualification: College degree in Journalism or related field preferred.

At least one year television newsroom experience. Good written and verbal communication skills. Organizational skills. Detail orientation. Self-motivated and diligent. Excellent interpersonal skills. Can perform duties and make decisions under deadline pressure.

Send resume and cover letter stating position desired, salary requirements and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

GPA: 1.0

Graduation -  
Date - Range  
Start:

Graduation -  
Date - Range  
End:

Work  
Authorization:

Class Level:

Desired Major  
(s):

Resume E-mail  
Receipt:

Additional  
Documents:

Display   
Contact  
Information To  
Students:

Posting Date: April 14, 2008

Expiration Date: April 28, 2008

**POSITION AVAILABLE**

Date Submitted	03/13/08
Department	News
Position	Segment Producer, AM
Date Available	Immediately

**Job Description:** Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

**Qualifications Necessary:** College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

**List any Physical Requirements or Restrictions (for major responsibilities of position):**  
Sight and hearing.

**Application Deadline:** 03/27/08

**Ad Copy** (exactly as you wish it to read): WXIN Fox 59 Morning News seeks a segment producer to plan and pre-produce field and studio segments for our four-hour morning newscast. 2+ years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must demonstrate sound news judgment, excellent verbal communication skills, strong writing skills, and exceptional organizational skills. Must be able to perform duties and make independent decisions under deadline pressure. Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Other trade publications or organizations to post position to** (provide contact name, address or phone number): TV Spy, TVJobs.com

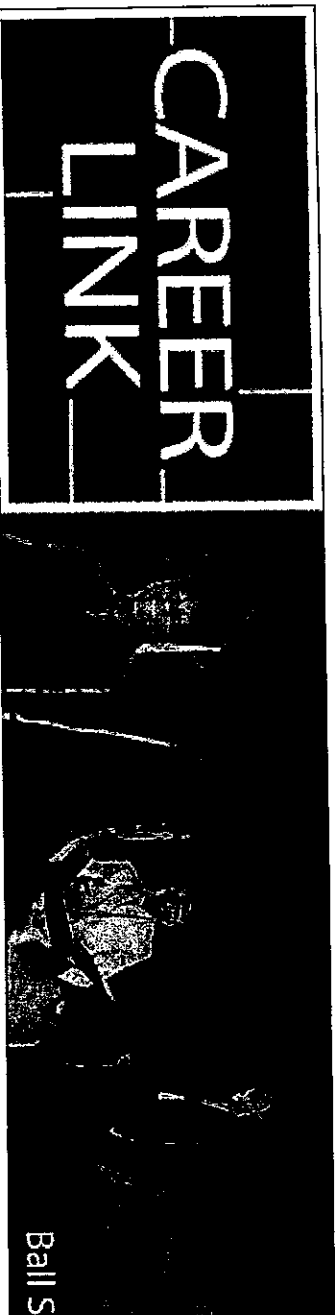
Q Open req 13641BR Producer, Segment AM

? Help

The req 13641BR: Producer, Segment AM has been opened.

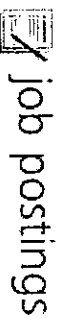
OK

Posted on: Career Builder.com  
Inside Track  
BlackVoices.com  
Fox59.com  
Indianas4.com  
Tribune.com  
Journalismnext.com  
TVspy.com  
TVjobs.com



Greta Fischer @ WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

Log Out



### Segment Producer

#### Position Information

Employer: WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

Division: WXIN/WTTV, Fox 59 & CW4

Title: Segment Producer

Number of Openings: 1

Description: Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

#### Location:

Location
City Indianapolis
State Indiana
Country United States

Position Type: Professional Employment

Desired Major(s): College of Communication, Information & Media

Salary Level: 0

Job Function: Communications - Broadcasting

Desired Start Date: March 14, 2008

Approximate Hours Per Week: 40

Qualification: College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate

#### Application Status

You do not have any resumes available to submit. Please upload your resume and try again.

#### Important Dates

Posted On:  
Mar 14, 2008

Applications Accepted Until:  
Mar 28, 2008

To Apply for a job use the drop down menu in the Application Status section above to confirm the correct resume is selected (if you have more than one in your documents section). Then click Submit.

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simplicity

writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.





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	Member Radio & TV Stations
	My Member Pocket
	Publications
	Student Page
	Used Broadcast Equipment

**Address:**  
 3003 E. 98th St. Ste. 141  
 Indianapolis, IN 46226

**Phone Numbers:**  
 317-573-0119 (Direct Line)  
 317-573-0895 (Fax)

**Email:**  
 INDBA@aol.com

**Opportunities/Employment**

[« Back to Job Listings](#)

**Segment Producer** posted: Mar 14 2008

**Start Date:** Immediately

**Emp Type:** Full-Time

**Location:** Indianapolis

**Station Information:** WXIN / WTTV  
 6910 Network Place  
 Indianapolis, IN 46278

**Contact Person:** Human Resources

**Contact Phone:** 317-632-5900

**Required Skills:**

College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

**Job Description:**

Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278.  
 EOE.

EOE

**WXIN-FOX 59/WTTV-CW 4**

<b>Function</b>	Public Relations, Other
<b>Job Location</b>	Indiana-Indianapolis
<b>Job Level</b>	Full-time (Experienced)
<b>Start Date</b>	03/14/2008
<b>Job Title</b>	Segment Producer
<b>Job Description</b>	Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278.  
EOE.

**Positions Available** 1

**Contact Information**

Employer : WXIN-FOX 59/WTTV-CW 4

[Back](#)



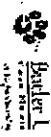
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Detailed Job Information



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Detailed Job Information

**Job Details**

**Job Title:**  
Segment Producer

**Opportunity Type:**  
Job

**Description:**  
: Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Compensation Details/Other Benefits:**  
0

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting

**Period Of Employment:**  
Post-Graduate

**Cover Letter Required:**  
Yes

Interview Schedules
This job will not have an interview schedule attached.
Modification History
<b>Last Modified:</b> 3/14/08 By Greta Fischer (WXIN Fox 59)
<b>Created:</b> 3/14/08 By Greta Fischer (WXIN Fox 59)

**Other Requested Materials:**

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Application Qualifications**

The following qualifications have been set as "Desired". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**

Bachelors

**Major/Concentration:**

Communications, Telecommunication Arts

**Student Status:**

Alumnus/a

**Application Method**

Do you want students to apply to this job online (via eRecruiting)?

Yes

**How do you want to receive applications?**

Email each application as it is submitted.

**Email to Receive Applications:**

[elines@tribune.com](mailto:elines@tribune.com)



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Please review your job posting below. If you find an error, click on the "EDIT THIS JOB" button below and make necessary changes. To delete, go to the 'Job Manager' section and select the 'Delete' button for the specified job  
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Job Description	Preview Job	Special Offers	Check Out
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Category:  
Television

Title:  
Segment Producer

Job Reference:

Description:

Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience on-air as reporter a plus.

Skills:

College degree preferred. Two to three years experience in television news production desired. Candidates with 1 experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under pressure. Must be able to interact positively and productively with colleagues and outside sources.

Location:  
United States - Indiana - Indianapolis

Job Type:  
Full time

Salary:

Start Date:

Comments:  
Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your lat  
Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

Contact Information:  
FOX 59 / CW 4  
Elizabeth Lines  
6910 Network Place  
Indianapolis, IN 46278  
United States  
Ph: 317-632-5900  
Email: elines@tribune.com



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Transaction approved, Thank You for your payment.  
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# TVSpy Job Bank

## :: Receipt

RECEIPT TVJ24557

Jobtitle	Item	Length	Date Expires	Price
Segment Producer	Job Posting	14 days	01-Apr-08	\$142.50
<b>Total</b>				<b>\$142.50</b>

\* The above price reflects a 5% discount for using a credit card.

## :: Billing Information

Employer/Station FOX 59 / CW 4

Name Elizabeth Lines

E-mail elines@tribune.com

Address 1 6910 Network Place

City Indianapolis

State IN

Zip 46278

Payment Option Credit Card

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<a href="#">SUBMIT A RESUME</a>	<a href="#">SUBMIT A TAPE</a>
<b>Today's Candidate</b>	
<b>SHOP TALK</b>	
<a href="#">SUBSCRIBE</a>	<a href="#">READ NOW</a>
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<a href="#">HOLLYWOOD NETWORK</a>	<a href="#">MARKETING MATTERS</a>
<b>Employer Surveys</b>	
<a href="#">SUBMIT A SURVEY</a>	<a href="#">SEARCH SURVEYS</a>

Length	Job Title	Category	Location	Company
14 days	Segment Producer	Producers	Indianapolis	FOX 59 / CW 4

**POSITION AVAILABLE** Date Submitted 03/13/08 Department News Segment Producer, AM Date Available Immediately Job Description production documentation and field and studio segment planning, and walk-throughs for Fox 59 Morning News. Work with outside production elements, research, log tapes and other duties. Experience on-air as reporter a plus. Qualifications Necessary: College degree. Two to three years experience in television news production desired with related experience in broadcasting or publishing may be considered. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent skills. Up-to-date on current affairs. Detail oriented. Ability to follow Can perform duties and make independent decisions under deadline. Must be able to interact positively and productively with colleagues. Sources. Application Deadline: 03/27/08 Ad Copy: WXIN Fox 59 News seeks a segment producer to plan and pre-produce field and studio production desired. Candidates with related experience in broadcasting publishing may be considered. Must demonstrate sound news judgment excellent verbal communication skills, strong writing skills, and excellent organizational skills. Must be able to perform duties and make independent decisions under deadline pressure. Send resume, cover letter outlining requirements and non-returnable VHS or DVD with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46226 EOE.

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## Job Listing Preview



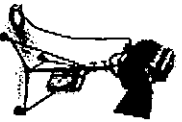
Broadcast Employment Services



Supplemental Information

**FOX 59 (FOX) / CW 4 (CW)**  
Indianapolis, Indiana

**Position** **Segment Producer**  
**Station Ownership** Tribune Broadcasting  
*Will be assigned when submission is completed ...*  
**Reference #** Television  
**Type** Full Time - Regular  
**Full / Part** Full Time - Regular  
**Experience** 2 to 3 Years Plus Degree  
**Posted** 3/18/2008  
**Closes** 4/18/2008  
**Time Left** 31 Days  
**DMA** #26  
**Found In** Producers



**Segment Producer**

POSITION AVAILABLE

Date Submitted 03/13/08  
 Department News  
 Position Segment Producer, AM  
 Date Available Immediately

Job Description: Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

Qualifications Necessary: College degree preferred. Two to three years experience in television news production

**Salary Type**  
**Salary Range**  
**Starting Salary / Year**  
**Starting Salary / Hour**  
**Job Type** Full Time - Regular

**Hours**  
**Workweek**  
**Scheduled on Holidays**  
**Start Date** Immediately  
**Probation Period**

**Benefits**  
**Benefit Premium**  
**401K Plan**  
**Vacation**  
**Paid Sick Leave**

**Phone Calls**  
**Agent Phone Calls**

**Résumé**  
**Cover Letter**  
**References**  
**Salary History**  
**Tape / Reel**  
**Tape Format**  
**Tape Return**  
**Director's Track**

**FAX Résumé** No  
**TVJobs.com E-Résumé** Yes

desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

Application Deadline: 03/27/08

**Ad Copy:** WXIN Fox 59 Morning News seeks a segment producer to plan and pre-produce field and studio segments for our four-hour morning newscast. 2+ years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must demonstrate sound news judgment, excellent verbal communication skills, strong writing skills, and exceptional organizational skills. Must be able to perform duties and make independent decisions under deadline pressure. Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

When responding to this job ad, please mention you saw it listed at TVJobs.com

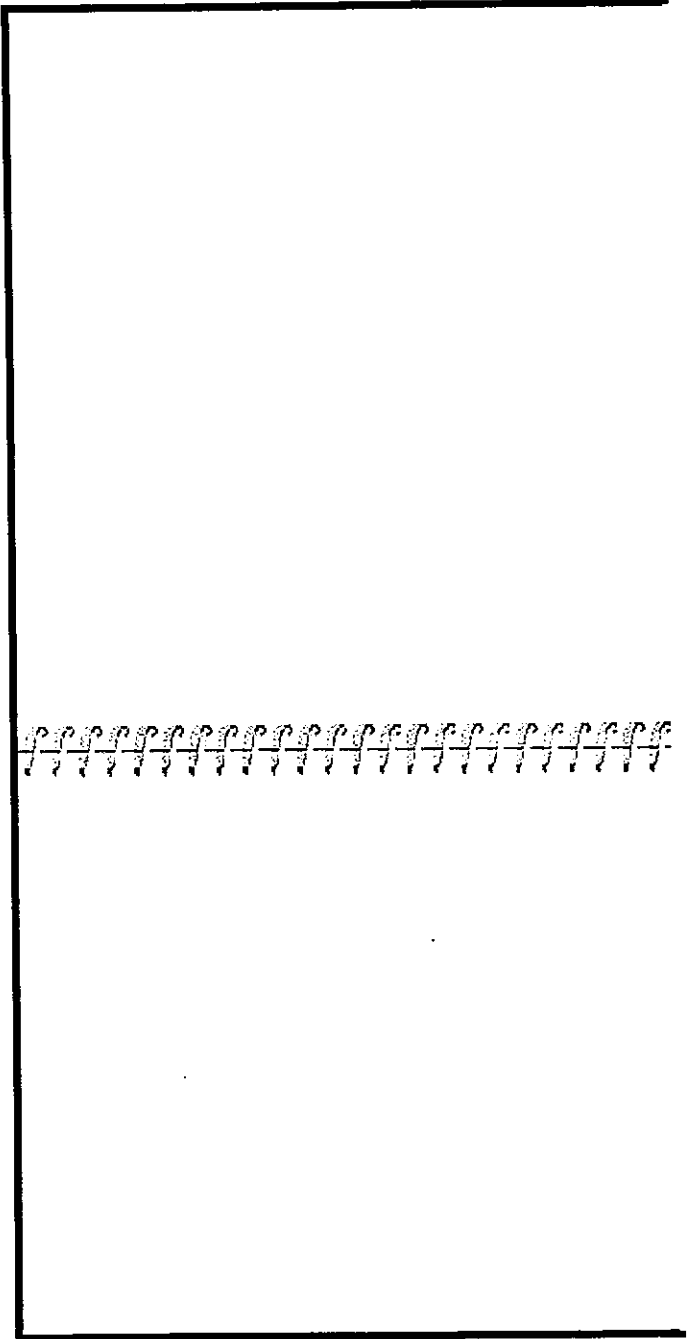
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Annual E-Resumé subscription  
or DigitalTalent resumé required.

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Degree Required	
Contract Required	
Contract Length	
Special Requirements	
Driver's License	
Insurance	
Good Driving Record	
Heavy Lifting	
Previous Applicants	
Local Apartment Rental	
Moving Expenses	
Union Position	
Union Contract Expires	
Confirmation Letter	
Rejection Letter	
Feedback	
Drug Screen	
Proof of Eligibility to work in U.S. Required	
Equal Opportunity Employment	Yes
EOE Data Form	Yes



<-- Go back and make some changes

Accept (Final) -->

Open req 14356BR AM Producer, News

[? Help](#)

The req 14356BR: AM Producer, News has been opened.

OK

**POSITION AVAILABLE**

Date Submitted	06/30/08
Department	News
Position	AM Producer
Date Available	Immediately

**Job Description:** Responsible for producing a compelling, informative AM newscast. Makes best use of resources, material and staff to attract, retain, inform, educate and entertain an audience. Works with the assignment desk, executive producer, news director, anchors and newscast director to provide the best newscast and news coverage possible. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Works with other producers and writers as part of the AM news team to construct the most interesting, compelling, informative and entertaining morning newscast in the market. Monitors the progress of assigned stories, consults with writers reporters on best way to showcase their stories. Builds rundown through selection of news available locally and through CNN NewSource, Fox News Edge, Tribune feeds, and Associated Press. Assigns tasks to writers with specific instructions and proofreads/edits copy to ensure it is factual, balanced, complete, clear and concise. Works with art department on graphics that are compelling and informative. Stays on top of breaking news situations and makes good decisions in changing situations. Keeps all essential personnel, including the anchors, director and technical/production crew updated as necessary, especially when there are changes in or additions to the program. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Writes compelling teases. Assists executive producer in reading scripts to make sure they are factual, balanced, clear and visually appropriate. Other duties as assigned.

**Qualifications Necessary:** College degree in a related field required. At least 2 years experience producing a live television newscast desired. Working knowledge of ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Effective writing skills. Good organizational skills. Excellent communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure. Must be willing to work an early sunrise shift.

**List any Physical Requirements or Restrictions:** (for major responsibilities of position): Vision and dexterity for computer operation.

**Application Deadline:** 07/14/08

**Ad Copy:** Join the fastest-growing morning newscast in Central Indiana. Fox 59 Morning News presents our viewers with four hours of local news, interviews, demonstrations. We're growing and looking for a producer who wants to grow with us. Successful candidate will be a producer with terrific writing skills, an eye for great video and the ability to write teases that will bring viewers to the newscast and keep them there. A college degree in broadcast journalism or related major preferred, as are at least 3 years producing experience, familiarity with ENG/SNG newsgathering, solid organizational skills and people skills that will keep everyone working as a team for our viewers. Send resume, cover letter and non-returnable VHS or DVD of your latest newscast to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Other trade publications or organizations to post position to** (provide contact name, address or phone number): TVJobs.com, TV Spy, Medialine, minority/university contacts, Inside Track, selected regional newspapers



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**Address:**  
3603 E. 98th St., Ste. 161  
Indianapolis, IN 46280

**Phone Numbers:**  
800.342.6276 (Indiana Only)  
317.573.0119 (Direct Line)  
317.573.0895 (Fax)

**E-mail:**  
INDBA@aol.com

**Opportunities/Employment**

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**AM, News Producer** posted: Jun 30 2008

**Start Date:** immediately

**Emp Type:** Full-Time

**Location:** Indianapolis

**Station Information:** WXIN/ WTTV  
6910 Network Pl.  
Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact Phone:** 317-632-5900

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

College degree in a related field required. At least 2 years experience producing a live television newscast desired. Working knowledge of ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Effective writing skills. Good organizational skills. Excellent communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure. Must be willing to work an early sunrise shift.

**Education Required:**

College degree in a related field required. At least 2 years experience producing a live television newscast desired. Working knowledge of ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Effective writing skills. Good organizational skills. Excellent communications skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure. Must be willing to work an early sunrise shift.

**Job Description:**

Responsible for producing a compelling, informative AM newscast. Makes best use of resources, material and staff to attract, retain, inform, educate and entertain an audience. Works with the assignment desk, executive producer, news director, anchors and newscast director to provide the best newscast and news coverage possible. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Works with other producers and writers as part of the AM news team to construct the most interesting, compelling, informative and entertaining morning newscast in the market. Monitors the progress of assigned stories, consults with writers reporters on best way to showcase their stories. Builds rundown through selection of news available locally and through CNN NewsSource, Fox News Edge, Tribune feeds, and Associated Press. Assigns tasks to writers with specific instructions and proofreads/edits copy to ensure it is factual, balanced, complete, clear and concise. Works with art department on graphics that are compelling and informative. Stays on top of breaking news situations and makes good decisions in changing situations. Keeps all essential personnel, including the anchors, director and technical/production crew updated as necessary, especially when there are changes in or additions to the program. Monitors changing news



situations throughout the day; reads local newspapers and watches all local newscasts. Writes compelling teases. Assists executive producer in reading scripts to make sure they are factual, balanced, clear and visually appropriate. Other duties as assigned.

EOE

**Instructions for Applying:**

Send resume, cover letter and non-returnable VHS or DVD of your latest newscast to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

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## Job Preview

### Job Details

**Job Title:**  
Am, News Producer

**Opportunity Type:**  
Job

**Description:**  
Responsible for producing a compelling, informative AM newscast. Makes best use of resources, material and staff to attract, retain, inform, educate and entertain an audience. Works with the assignment desk, executive producer, news director, anchors and newscast director to provide the best newscast and news coverage possible. Participates in daily meetings and contributes ideas toward setting the news agenda for the day. Works with other producers and writers as part of the AM news team to construct the most interesting, compelling, informative and entertaining morning newscast in the market. Monitors the progress of assigned stories, consults with writers reporters on best way to showcase their stories. Builds rundown through selection of news available locally and through CNN NewSource, Fox News Edge, Tribune feeds, and Associated Press. Assigns tasks to writers with specific instructions and proofreads/edits copy to ensure it is factual, balanced, complete, clear and concise. Works with art department on graphics that are compelling and informative. Stays on top of breaking news situations and makes good decisions in changing situations. Keeps all essential personnel, including the anchors, director and technical/production crew updated as necessary, especially when there are changes in or additions to the program. Monitors changing news situations throughout the day; reads local newspapers and watches all local newscasts. Writes compelling teasers. Assists executive producer in reading scripts to make sure they are factual, balanced, clear and visually appropriate. Other duties as assigned.

College degree in a related field required. At least 2 years experience producing a live television newscast desired. Working knowledge of ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Effective writing skills. Good organizational skills. Excellent communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure. Must be willing to work an early sunrise shift.

Send resume, cover letter and non-returnable VHS or DVD of your latest newscast to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

**Other Requested Materials:**

Send resume, cover letter and non-returnable VHS or DVD of your latest newscast to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Application Qualifications**

The following qualifications have been set as "Desired". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications

**Student Status:**  
Alumnus/a

**Application Method**

**Do you want students to apply to this job online (via eRecruiting)?**

Yes

**How do you want to receive applications?**

Email each application as it is submitted.



POSITION AVAILABLE

Date Submitted	12/28/07
Department	Sales
Position	Account Executive
Date Available	Immediately

Job Description: Maximizes revenue from existing accounts and meets or exceeds budget. Develops new business and meets or exceeds new business budget. Complies and presents comprehensive and creative sales presentations. Acts as media specialist for clients. Completes requested reports in a thorough and timely manner. Exhibits a thorough understanding of the station's programming and competitive advantages. Represents the station in a professional manner. Delivers budgeted revenue goals as established by sales management. Other duties as assigned.

Qualifications Necessary: Two years previous broadcast sales experience and college degree desired. Must have valid driver's license and a good driving record. Candidate will possess an assertive, enthusiastic attitude and be self-motivated. Strong communication, negotiation, computer, math and writing skills required.

Other Information: **Job offer contingent upon favorable results of substance abuse testing and background investigation**

Application Deadline: 01/14/08

Ad Copy: WXIN FOX 59 seeks a local Account Executive with media or related experience. Candidates must be proven developers of new business and demonstrated ability to service existing accounts. Exceptional presentation and communication skills a must. Valid driver's license and good driving record required. Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Williams, Jennifer**

---

**From:** Fischer, Greta

**Sent:** Thursday, January 03, 2008 4:57 PM

**To:** 100 Black Men of Indianapolis; American Indian Center of Indiana; Anderson University; Brown College (Minnesota); Franklin College; Hanover College; Illinois Center for Broadcasting; Indianapolis Association of Black Journalists; Indianapolis Association of Black Journalists; Indianapolis Urban League; IUPUI; Kelley School of Business-Indianapolis; Latin Workforce Connection; Madison County Urban League; Marian College; National Association of Hispanic Journalists; National Society of Hispanic MBA's; Ohio & Illinois Centers for Broadcasting; Specs Howard School of Broadcast Arts; Training, Inc.; TV News Gigs; University of Southern Indiana; Vincennes University

**Cc:** Williams, Jennifer

**Subject:** FOX59/CW4 JOB POSTING

Dear Placement Professional:

Broadcasting partners WXIN FOX 59 and WTTV CW4 has a full-time opening available for an **Account Executive** in our **Sales Department**. The job posting is enclosed. We seek your help in referring qualified applicants for this position.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

*Greta Fischer*  
(317) 632.5900  
[gfischer@tribune.com](mailto:gfischer@tribune.com)

1/4/2008

**Williams, Jennifer**

**From:** Fischer, Greta  
**Sent:** Thursday, January 03, 2008 4:57 PM  
**To:** 100 Black Men of Indianapolis; American Indian Center of Indiana; Anderson University; Brown College (Minnesota); Franklin College; Hanover College; Illinois Center for Broadcasting; Indianapolis Association of Black Journalists; Indianapolis Association of Black Journalists; Indianapolis Urban League; IUPUI; Kelley School of Business-Indianapolis; Latin Workforce Connection; Madison County Urban League; Marian College; National Association of Hispanic Journalists; National Society of Hispanic MBA's; Ohio & Illinois Centers for Broadcasting; Specs Howard School of Broadcast Arts; Training, Inc.; TV News Gigs; University of Southern Indiana; Vincennes University  
**Cc:** Williams, Jennifer  
**Subject:** FOX59/CW4 JOB POSTING

Dear Placement Professional:

Broadcasting partners WXIN FOX 59 and WTTV CW4 has a full-time opening available for an **Account Executive** in our **Sales Department**. The job posting is enclosed. We seek your help in referring qualified applicants for this position.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

*Greta Fischer*  
(317) 632.5900  
[gfischer@tribune.com](mailto:gfischer@tribune.com)

1/4/2008



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	Student Page
	Used Broadcast Equipment
<b>Address:</b>	
3003 E. 98th St., Ste. 161	
Indianapolis, IN 46280	
<b>Phone Numbers:</b>	
800.342.6276 (Indiana Only)	
317.573.0119 (Direct Line)	
317.573.0895 (Fax)	
<b>Email:</b>	
INDBA@aol.com	

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**Account Executive** posted: Jan 04 2008

Yo

**Start Date:** immediately

[ch

**Emp Type:** Full-Time

**Location:** Indianapolis, IN

**Station Information:** WXIN/WTTV  
6910 Network Place  
Indianapolis, IN 46278

**Contact Person:** Human Resources

**Required Skills:**

Two years previous broadcast sales experience and college degree desired. Must have valid driver's license and a good driving record. Candidate will possess an assertive, enthusiastic attitude and be self-motivated. Strong communication, negotiation, computer, math and writing skills required.

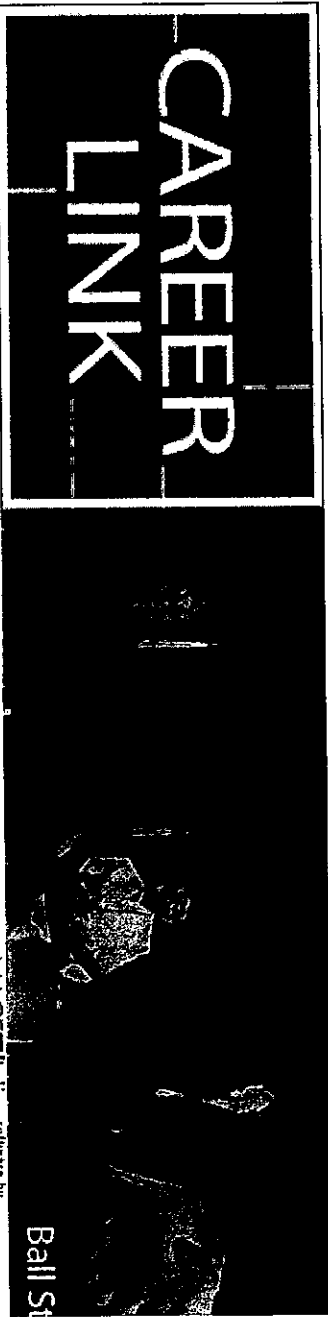
**Job Description:**

Maximizes revenue from existing accounts and meets or exceeds budget. Develops new business and meets or exceeds new business budget. Compiles and presents comprehensive and creative sales presentations. Acts as media specialist for clients. Completes requested reports in a thorough and timely manner. Exhibits a thorough understanding of the station's programming and competitive advantages. Represents the station in a professional manner. Delivers budgeted revenue goals as established by sales management. Other duties as assigned.

Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

EOE

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Greta Fischer @ WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

## Account Executive

### Position Information

Employer: WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

Division: WXIN/WTTV, Fox 59 & CW4

Title: Account Executive

Number of Openings: 1

Description: Maximizes revenue from existing accounts and meets or exceeds budget. Develops new business and meets or exceeds new business budget. Compiles and presents comprehensive and creative sales presentations. Acts as media specialist for clients. Completes requested reports in a thorough and timely manner. Exhibits a thorough understanding of the station's programming and competitive advantages. Represents the station in a professional manner. Delivers budgeted revenue goals as established by sales management. Other duties as assigned.

Location:

<b>Location</b>
<b>City</b> Indianapolis
<b>State</b> Indiana
<b>Country</b> United States

Position Type: Professional Employment

Desired Major(s): Miller College of Business, College of Communication, Information & Media/TCOM - Sales & Promotion, College of Communication, Information & Media/Public Relations, College of Communication, Information & Media/Advertising

Desired Class Level(s): Alumnus/Alumna

Salary Level: 0

Job Function: Advertising, Communications - Broadcasting, Public Relations, Sales

### Application Status

You do not have any resumes available to submit. Please upload your resume and try again.

### Important Dates

**Posted On:**  
Jan 04, 2008

**Applications Accepted Until:**  
Jan 18, 2008

To Apply for a job use the drop down menu in the Application Status section above to confirm the correct resume is selected (if you have more than one in your documents section). Then click Submit.



Qualification: Two years previous broadcast sales experience and college degree desired. Must have valid driver's license and a good driving record. Candidate will possess an assertive, enthusiastic attitude and be self-motivated. Strong communication, negotiation, computer, math and writing skills required.

Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

## WXIN-FOX 59/WTTV-CW 4

<b>Function</b>	Sales, Marketing
<b>Job Location</b>	Indiana-Indianapolis
<b>Job Level</b>	Full-time (Experienced)
<b>Job Title</b>	Account Executive
<b>Job Description</b>	Two years previous broadcast sales experience and college degree desired. Must have valid driver's license and a good driving record. Candidate will possess an assertive, enthusiastic attitude and be self-motivated. Strong communication, negotiation, computer, math and writing skills required.

Maximizes revenue from existing accounts and meets or exceeds budget. Develops new business and meets or exceeds new business budget. Complies and presents comprehensive and creative sales presentations. Acts as media specialist for clients. Completes requested reports in a thorough and timely manner. Exhibits a thorough understanding of the station's programming and competitive advantages. Represents the station in a professional manner. Delivers budgeted revenue goals as established by sales management. Other duties as assigned.

Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Positions Available**      1

### Contact Information

Employer :    WXIN-FOX 59/WTTV-CW 4  
 Address :    6910 Network Place  
                  Indianapolis IN 46278 US

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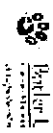
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## Detailed Job Information



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### Job Details

**Job Title:**  
Account Executive

**Opportunity Type:**  
Job

**Description:**  
Maximizes revenue from existing accounts and meets or exceeds budget. Develops new business and meets or exceeds new business budget. Compiles and presents comprehensive and creative sales presentations. Acts as media specialist for clients. Completes requested reports in a thorough and timely manner. Exhibits a thorough understanding of the station's programming and competitive advantages. Represents the station in a professional manner. Delivers budgeted revenue goals as established by sales management. Other duties as assigned.

Two years previous broadcast sales experience and college degree desired. Must have valid driver's license and a good driving record. Candidate will possess an assertive, enthusiastic attitude and be self-motivated. Strong communication, negotiation, computer, math and writing skills required.

Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting, Marketing, Sales

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

**Other Requested Materials:**  
Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

<b>Interview Schedules</b>
----------------------------

This job will not have an interview schedule attached.
--

<b>Modification History</b>
-----------------------------

<b>Last Modified:</b> 1/04/08 By Greta Fischer (WXIN Fox 59)
---

<b>Created:</b> 1/04/08 By Greta Fischer (WXIN Fox 59)
---

### Application Qualifications

The following qualifications have been set as "Desired". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications, Marketing

**Student Status:**  
Alumnus/a

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**

Yes

**How do you want to receive applications?**

Email each application as it is submitted.





TO: Sharon Maxey, Classified Advertising, FAX 317/921-6653  
FROM: Jennifer Williams  
DATE: January 3, 2008  
RE: AD PLACEMENT

---

Please place the following employment classified advertisement in the next available edition:

**Account Executive**

WXIN FOX 59 seeks a local Account Executive with media or related experience. Candidates must be proven developers of new business and demonstrated ability to service existing accounts. Exceptional presentation and communication skills a must. Valid driver's license and good driving record required. Rush resume with cover letter stating position desired and referral source to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

Please send the invoice to the attention of Greta Fischer, WXINWTTV-TV, 6910 Network Place, Indianapolis, IN 46278. If you have any questions, please contact me at 317/715-2701. Thank you!

Indianapolis Recorder

205

**FOX**  
**59**  
INDIANAPOLIS

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UPDATED FOR JANUARY 4, 2008

### JOB LISTINGS

#### Local Account Executive

*success jobs*

WXIN FOX 59 seeks a Local Account Executive with a media or related experience. Candidates must be proven developers of new business and demonstrate ability to service existing accounts. Exceptional presentation and communication skills a must. Valid driver's license and good driving record required. Rush resume with cover letter stating position desired and referral source to:

Human Resources  
WXIN-TV  
6910 Network Place  
Indianapolis, IN 46278

EOE

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Pzs. PUT THIS IN  
SND again ASAP.  
Thanks,  
Danni*

 Open req 13743BR Writer, AM

 Help

The req 13743BR: Writer, AM has been opened.

OK



**POSITION AVAILABLE**

Date Submitted	10/24/07
Department	News
Position	Writer, AM
Date Available	Immediately

Job Description: Writes news copy to be read by anchors during Fox 59 Morning News. Selects video to air during newscast. Uses desktop editing system to edit video for newscast. Assists producer in other aspects of newscast. Must also be willing and able to be trained to produce hour-long newscast and develop those skills to be able to fill in for producer when needed.

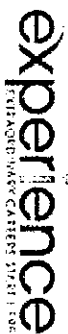
Qualifications Necessary: College degree preferred. Prior experience in broadcast or print journalism desired. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Ability to work fast and produce accurate, interesting copy in conversational writing style. Knowledge of laws of libel and use of ethical journalistic practices. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

List any Physical Requirements or Restrictions (for major responsibilities of position): Vision and hearing

Application Deadline: 11/7/07

Ad Copy (exactly as you wish it to read): WXIN-TV Fox 59 is looking for a full-time News Writer for Fox 59 *Morning News*. Prior broadcast newsroom experience required. Effective writing skills essential. Must possess good communication and organizational skills. College degree in related field and familiarity with SNG/ENG operations desired. Successful candidate will work a sunrise shift and some holidays. Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

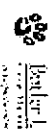
Other trade publications or organizations to post position to (provide contact name, address or phone number): Medialine, TVJobs.com, minority/university contacts, Inside Track, Indy Recorder



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News Writer, AM



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**Important Dates**

**Archived Date**

This job was archived by the career center on **12/31/07**. You can easily create a new version of the job if you want to recruit for this job again.

[Create a new version of this job](#)

**Applications**

All applications to this job were being made online.

**View Applications:**

- [Undecided \(0\)](#)
- [Accepted \(0\)](#)
- [Declined \(0\)](#)



Target candidates at more schools.

**Job Details**

**Job Title:**

News Writer, AM

**Opportunity Type:**

Job

**Description:**

College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**

Indianapolis, IN

**Compensation Type:**

Paid

**Interview Schedules**

This job did not have an interview schedule attached.

**Modification History**

**Last Modified:** 10/24/07

By Elizabeth Lines (WXIN Fox 59

**Created:** 10/24/07

By Elizabeth Lines (WXIN Fox 59

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting, Editorial, Public Relations, Writing

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

**Other Requested Materials:**  
Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications, Journalism, Telecommunication Arts

**Student Status:**  
Alumnus/a

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**  
Yes

**How do you want to receive applications?**  
Email each application as it is submitted.

## WXIN - FOX59 Indianapolis

<b>Function</b>	Writing
<b>Job Location</b>	Indiana-Indianapolis
<b>Job Level</b>	Full-time (Experienced)
<b>Start Date</b>	03/29/2008
<b>Job Title</b>	Writer, AM
<b>Job Description</b>	Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Qualifications Necessary: College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Positions Available**      1

### Contact Information

Employer :      WXIN - FOX59 Indianapolis

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<b>Address:</b>	3003 E 9th St, Ste. 161 Indianapolis, IN 46240
<b>Phone Number:</b>	317-578-1119 (Direct line) 317-578-0895 (Fax)
<b>E-MAIL:</b>	<a href="mailto:info@ibainc.com">info@ibainc.com</a>

**Opportunities/Employment**

[« Back to Job Listings](#)

**Writer, AM** posted: Mar 31 2008

**Start Date:** immediately

**Emp Type:** Full-Time

**Location:** Indianapolis

**Station Information:** WXIN / WTTV  
6910 Network Place  
Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

Qualifications Necessary: College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

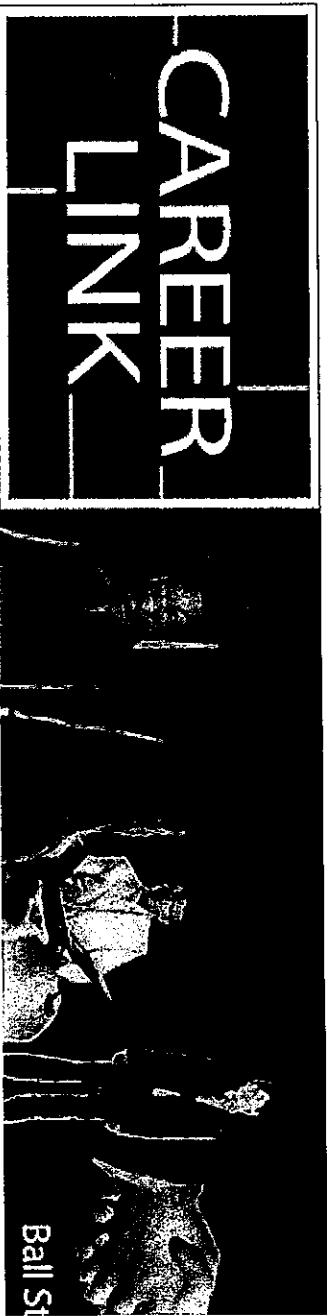
Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Job Description:**

Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

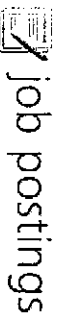
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Elizabeth Lines @ FOX 59/ CW 4

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Job postings

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Please Note: on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

Submit > X Cancel

\* INDICATES A REQUIRED FIELD

Total Views
Candidate Views: 0

### Position Information

ID: 707046

- Position Type\*:
- Internship
  - Part-Time Off-Campus (Student Employment)
  - Part-Time (Degree Required)
  - Professional Employment
  - Volunteer

Requisition #: \_\_\_\_\_

Choosing "yes" will restrict applications for this position to only those students who meet the screening criteria you set

Restrict Applications\*:  
yes  no

Title\*

If the number of openings is equal to zero, the job will be hidden from students. If you leave this field blank, it will not have any affect on students' visibility.

Number of Openings\*

Job Description\*:  
 Job Description: Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Check Spelling

Enter an email address to which submitted non-ocr resumes will be

sent if desired.

Default email address for resumes:

Desired Start Date:

Duration:

Approximate Hours Per Week:

Travel Percentage:

Salary Level\*:

Location\*:

**Nation Wide\***

yes  no

**City\***

Enter the City

Indianapolis

**State\***

Enter the State

Indiana

**Country\***

Enter the Country

United States

Job Function*	
Accounting	<input type="button" value="v"/>
Actuary	<input type="button" value="v"/>
Advertising	<input type="button" value="v"/>
Architecture & Design	<input type="button" value="v"/>
Arts Administration	<input type="button" value="v"/>

Qualification:

Please enter the minimum grade point average desired.

GPA:

Please enter the desired graduation range start date.

Graduation Date

- Range Start:

Graduation Date

Range End:

Please enter the desired work authorization.

Work Authorization:

Please enter the desired class levels.

Class Level:

Use the menu below to select major(s).

Desired Major (s):

Choose how you would like to receive student resumes for non-ocr positions.

Resume Receipt\*:  E-mail  Accumulate Online  Other (enter below)

Which additional documents do you request for non-ocr positions.

Additional Documents:  Cover Letter

If checked, please provide information in 'Contact Information' field

Display Contact Information To Students:

(Job announcement will be posted on this date.)

Posting Date\*:

(Job announcement will be removed on this date.)

Expiration Date\*:

Attachment(s):



**POSITION AVAILABLE**

Date Submitted	10/24/07
Department	News
Position	Writer, AM
Date Available	Immediately

**Job Description:** Writes news copy to be read by anchors during Fox 59 Morning News. Selects video to air during newscast. Uses desktop editing system to edit video for newscast. Assists producer in other aspects of newscast. Must also be willing and able to be trained to produce hour-long newscast and develop those skills to be able to fill in for producer when needed.

**Qualifications Necessary:** College degree preferred. Prior experience in broadcast or print journalism desired. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Ability to work fast and produce accurate, interesting copy in conversational writing style. Knowledge of laws of libel and use of ethical journalistic practices. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

**List any Physical Requirements or Restrictions (for major responsibilities of position):** Vision and hearing

**Application Deadline:** 11/7/07

**Ad Copy (exactly as you wish it to read):** WXIN-TV Fox 59 is looking for a full-time News Writer for *Fox 59 Morning News*. Prior broadcast newsroom experience required. Effective writing skills essential. Must possess good communication and organizational skills. College degree in related field and familiarity with SNG/ENG operations desired. Successful candidate will work a sunrise shift and some holidays. Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Other trade publications or organizations to post position to (provide contact name, address or phone number):** Medialine, TVJobs.com, minority/university contacts, Inside Track, Indy Recorder

## **Harbison, Jessica**

---

**From:** Fischer, Greta  
**Sent:** Thursday, October 25, 2007 8:41 AM  
**To:** 100 Black Men of Indianapolis; American Indian Center of Indiana; Anderson University; Brown College (Minnesota); Franklin College; Hanover College; Illinois Center for Broadcasting; Indianapolis Association of Black Journalists; Indianapolis Association of Black Journalists; Indianapolis Urban League; IUPUI; Kelley School of Business-Indianapolis; Latin Workforce Connection; Madison County Urban League; Marian College; National Association of Hispanic Journalists; National Society of Hispanic MBA's; Ohio & Illinois Centers for Broadcasting; Specs Howard School of Broadcast Arts; Training, Inc.; TV News Gigs; University of Southern Indiana; Vincennes University  
**Cc:** Harbison, Jessica  
**Subject:** FOX59/CW4 JOB POSTINGS

Dear Placement Professional;

Broadcasting partners WXIN FOX 59 and WTTV CW4 have full-time openings available for an **Accounting Associate** in our **Finance Department**, **Promotion Producer** in our **Creative Services Department**, and a **Morning News Writer** in our **News Department**. The job postings are enclosed. We seek your help in referring qualified applicants for these positions.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

*Greta Fischer*  
(317) 632.5900  
[gfisher@tribune.com](mailto:gfisher@tribune.com)

10/25/2007



TO: Sharon Maxey, Classified Advertising, FAX 317/921-6653  
FROM: Jessica Harbison  
DATE: October 25, 2007  
RE: AD PLACEMENT

---

Please place the following employment classified advertisement in the next available edition:

**Morning News Writer**

WXIN-TV Fox 59 is looking for a full-time News Writer to support the Emmy-winning Fox 59 Morning News. Prior broadcast newsroom experience required. Effective writing skills essential. Must possess good communication and organizational skills. College degree in related field and familiarity with SNG/ENG operations desired. Successful candidate will work a sunrise shift and some holidays. Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Overnight Assignment Editor**

WXIN Fox 59, a Tribune Broadcasting Station, seeks talented person to run our overnight news assignment desk. College degree in journalism or related field preferred. At least 3 years experience on assignment desk or another capacity in a broadcast or print news environment desired. Excellent journalistic background, organizational skills and good communication skills required. Must be able to perform duties and make decisions under deadline pressure. Send resume and cover letter stating position desired, salary requirements and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

Please send the invoice to the attention of Greta Fischer, WXIN/WTTV-TV, 6910 Network Place, Indianapolis, IN 46278. If you have any questions, please contact me at 317/715-6229. Thank you!

6910 Network Place  
www.fox59.com

Indianapolis, Indiana 46278

317/632-5900  
www.thecw4.com

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**Morning News Writer**

WXIN-TV Fox 59 is looking for a full-time News Writer to support the Emmy-winning Fox 59 Morning News. Prior broadcast newsroom experience required. Effective writing skills essential. Must possess good communication and organizational skills. College degree in related field and familiarity with SNG/ENG operations desired. Successful candidate will work a sunrise shift and some holidays. Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**DIRECTOR OF PUBLIC RELATIONS  
CENTRAL INDIANA COMMUNITY FOUNDATION**

Central Indiana Community Foundation (CICF) is seeking an experienced public relations professional to join our staff and accentuate the Foundation's work in the community. This position is essential to telling the compelling stories of lives changed through giving. This position is directly responsible for developing long-term plans to targeted constituent donors, grantees, professional advisors, fund partners, the media, and the community at large. Emphasis on building mindshare of CICF with current donors and professional advisors. Required skills include: presence, relationship building skills, and ability to interact effectively with a variety of people. Minimum of seven (7) years prior experience in public relations or communications is required. A Bachelor's degree in a communications-related field is required. Advanced degree in related field preferred. Interested candidates should submit a detailed cover letter, resume, and references to Human Resources Manager, Central Indiana Community Foundation, 615 N. Alabama Street, Suite 119, Indianapolis, IN 46204. No phone calls please. EOE.

...that can't be beat. Sales

## WXIN-FOX 59/WTTV-CW 4

<b>Function</b>	Writing, Public Relations
<b>Job Location</b>	Indiana-Indianapolis
<b>Job Level</b>	Full-time (Experienced)
<b>Job Title</b>	News Writer, AM

### Job Description

College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Positions Available**      1

### Contact Information

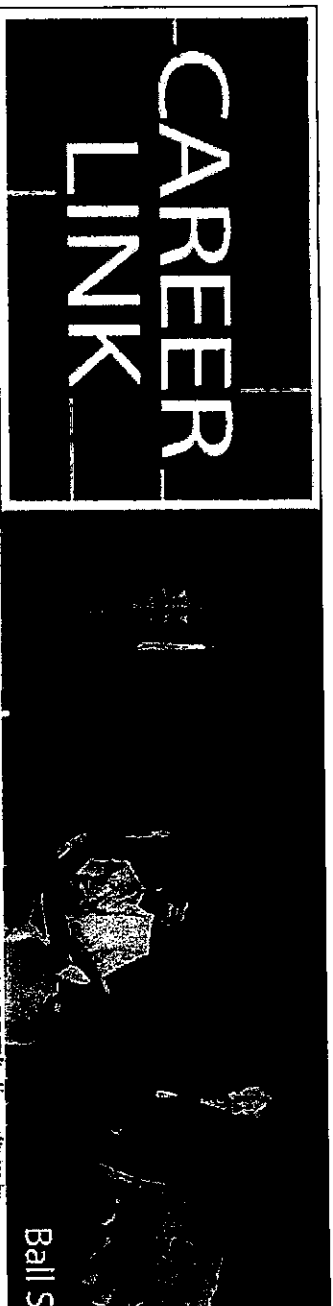
Employer :    WXIN-FOX 59/WTTV-CW 4  
 Address :    6910 Network Place  
 Indianapolis IN 46278 US

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## News Writer, AM

Greta Fischer @ WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

### Position Information

Employer: WXIN/WTTV, Fox 59 & WB4 (WXIN/WTTV, Fox 59 & WB4)

Division: WXIN/WTTV, Fox 59 & CW4

Title: News Writer, AM

Number of Openings: 1

**Description:** Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

**Location:**

<b>Location</b>
<b>City</b> Indianapolis
<b>State</b> Indiana
<b>Country</b> United States

### Application Status

You do not have any resumes available to submit. Please upload your resume and try again.

### Important Dates

**Posted On:**  
Oct 24, 2007

**Applications Accepted Until:**  
Nov 07, 2007

To Apply for a job use the drop down menu in the Application Status section above to confirm the correct resume is selected (if you have more than one in your documents section). Then click Submit.

**Position Type:** Professional Employment

**Desired Major(s):** College of Communication, Information & Media

**Desired Class Level(s):** Alumnus/Alumna

**Salary Level:** 0

**Job Function:** Communications - Broadcasting, Communications - Journalism/Pub, Public Relations

**Qualification:** College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can

perform duties and make decisions under deadline pressure.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.



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	<a href="#">My Member Pocket</a>
	<a href="#">Publications</a>
	<a href="#">Student Page</a>
	<a href="#">Used Broadcast Equipment</a>
<b>Address:</b>	
3003 E. 98th St. Ste. 161	
Indianapolis, IN 46280	
<b>Phone Numbers:</b>	
800.342.6276 (Indiana Only)	
317.573.0119 (Direct line)	
317.573.0895 (Fax)	
<b>Email:</b>	
<a href="mailto:INDBA@col.com">INDBA@col.com</a>	

**Opportunities/Employment**

[« Back to Job Listings](#)

**News Writer, AM** posted: Oct 24 2007

**Start Date:** Immediately

**Emp Type:** Full-Time

**Location:** Indianapolis, IN

**Station Information:** WXIN/WTTV  
6910 Network Place  
Indianapolis, IN 46278

**Contact Person:** Human Resources

**Required Skills:**

College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

**Job Description:**

Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

EOE

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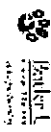




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## Detailed Job Information



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### Job Details

**Job Title:**  
News Writer, AM

**Opportunity Type:**  
Job

**Description:**  
College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting, Editorial, Public Relations, Writing

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

**Other Requested Materials:**  
Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

<b>Interview Schedules</b>
----------------------------

This job will not have an interview schedule attached.

<b>Modification History</b>
-----------------------------

**Last Modified:** 10/24/07

By Greta Fischer (WXIN Fox 59)

**Created:** 10/24/07

By Greta Fischer (WXIN Fox 59)

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications, Journalism, Telecommunication Arts

**Student Status:**  
Alumnus/a

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**

Yes

**How do you want to receive applications?**

Email each application as it is submitted.



**POSITION AVAILABLE**

Date Submitted	05/09/08
Department	News
Position	Segment Producer, AM
Date Available	Immediately

Job Description: Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

Qualifications Necessary: College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

List any Physical Requirements or Restrictions (for major responsibilities of position):  
Sight and hearing.

Application Deadline: 05/23/08

Ad Copy (exactly as you wish it to read): WXIN Fox 59 Morning News seeks a segment producer to plan and pre-produce field and studio segments for our four-hour morning newscast. 2+ years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must demonstrate sound news judgment; excellent verbal communication skills, strong writing skills, and exceptional organizational skills. Must be able to perform duties and make independent decisions under deadline pressure. Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

Other trade publications or organizations to post position to (provide contact name, address or phone number): TV Spy, TVJobs.com



...

**Employer Center**

**WXIN - FOX59**

**Post a Job/Internship**

**Edit Employer Info**

**Document Library**

**Function**

Public Relations, Production

**Job Location**

Indiana--Indianapolis

**Job Level**

Full-time (Experienced)

**Start Date**

05/12/2008

**Job Title**

Segment Producer

**Job Description**

Pre-production documentation and field and site planning, site surveys and walk-throughs for FOX 59 News. Work with outside publicists, gather pre research, log tapes and other duties. Experienced air as reporter a plus.

College degree preferred. Two to three years of television news production desired. Candidate must possess and display solid news judgment and written communication skills. Strong and excellent organizational skills. Up-to-date affairs. Detail oriented. Ability to follow direct duties and make independent decisions under pressure. Must be able to interact positively and productively with colleagues and outside sources.

Send resume, cover letter outlining salary requirements, returnable VHS or DVD with samples of your latest work to Human Resources, WXIN-TV, 6910 Network Plaza, Indianapolis, IN 46278. EOE.

**Positions Available**

1

**Job Duration Visibility**

Close the position on 5-26-2008

**Contact Information**

Employer : WXIN - FOX59 Indianapolis

Recruiter : Elizabeth Lines

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Used Broadcast Equipment
<b>Address:</b> 3003 E. 98th St., Ste. 161 Indianapolis, IN 46280
<b>Phone Numbers:</b> 800.362.6276 (Indiana Only) 317.573.0119 (Direct Line) 317.573.0895 (Fax)
<b>Email:</b> IBBA@aol.com

**Opportunities/Employment**

[« Back to Job Listings](#)

**Segment Producer** posted: May 12 2008  
 Start Date: Immediately  
 Emp Type: Full-Time  
 Location: Indianapolis  
 [ch

**Station Information:** WXIN / WTTV  
 6910 Network Pl  
 Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact Phone:** 317-632-5900-

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

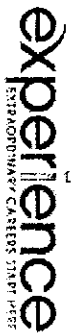
College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278.  
 EOE.

**Job Description:**

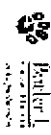
Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.

EOE



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### Create a New Job



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#### Enter Job Details

Please enter all the job information in the form below. Required fields are denoted with an asterisk (\*).

\* **Opportunity Type:**

Job  Internship  Co-op

\* **Job Title:**

**Employer Division:**

\* **Description:**

[Spell Checker](#)

Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 Morning News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience performing on-air as reporter a plus.  
College degree preferred. Two to three years experience in television news production desired. Candidates with related experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent verbal and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on current affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under deadline pressure. Must be able to interact positively and productively with colleagues and outside sources.

\* **Job Locations:**

This job is located in all 50 states.

**City:**

**State:**

[Help?](#)

**How do I select multiple items?**

If you want to select more than one item in a list, hold down the 'Ctrl' key while you click each item.

**I have selected some items but now I don't want them any more. What do I do?**

Hold down the "Ctrl" key while you click each item that you no longer want to select.

choose one... ▾

**Country:**

choose one... ▾

[Add Location](#)

Indianapolis, IN, United States of America

[Remove Location](#)

**\*\* Compensation Type:**

Paid  Unpaid

**Compensation Details/Other Benefits:**

**\*\* Job Status:**

Full-Time  Part-Time

**\*\* Job Function:**

Not Specified  
Account Management/Planning  
Accounting/Auditing  
Actuarial

**\*\* Period of Employment:**

Not Specified  
Academic Year  
Fall  
Post-Graduate

**\*\* Cover Letter Required:**

Yes  No

**Other Requested Materials:**

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your latest work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**  
Yes

**How do you want to receive applications?**

Email each application as it is submitted.

[Change this setting](#)



Will You Be Interviewing For This Job On Campus:

Yes  No

### Application Qualifications

Please select the **desired** qualifications for this job. This will provide applicants with more information as to the makeup of your ideal candidate.

**Degree:**

<b>Bachelors</b>	▼	▲
Teacher Certification/Endorsement	▼	▲
Other Certificate Program	▼	▲
Masters	▼	▲

**\* Major/Concentration:**

Accounting	▼	▲
Actuarial Science	▼	▲
Actuarial Science/Management	▼	▲
Anthropology	▼	▲

**\*\* Student Status:**

First Year	▼	▲
Sophomore	▼	▲
Junior	▼	▲
Senior	▼	▲

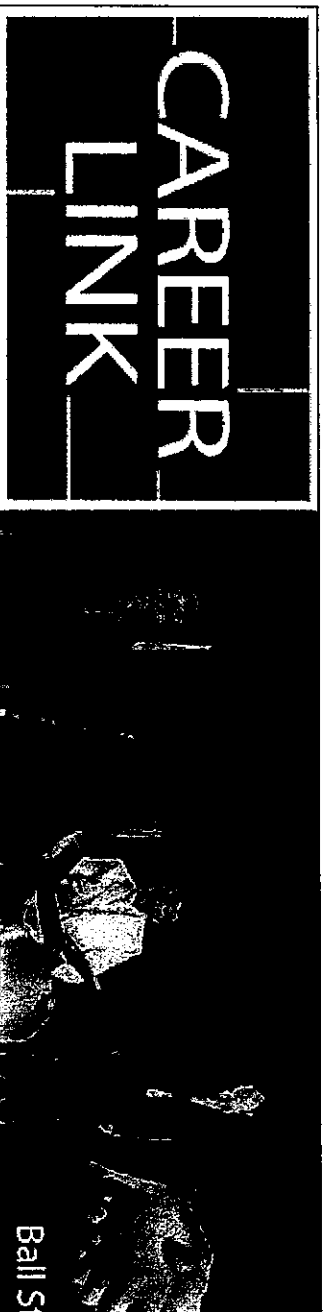
**Minimum GPA:**

choose one...	▼
---------------	---

**Work Authorization Status:**


U.S. Citizen or U.S. National	▼	▲
Permanent U.S. Resident	▼	▲
Employment (H-1) Visa	▼	▲
H-4 Visa	▼	▲





Elizabeth Lines @ FOX 59/ CW 4

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 Job postings

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**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

\* INDICATES A REQUIRED FIELD

Total Views	
Candidate Views:	0

### Position Information

ID: 708839

- Position Type\*:
- Internship
  - Part-Time Off-Campus (Student Employment)
  - Part-Time (Degree Required)
  - Professional Employment
  - Volunteer

Requisition #:

Choosing "yes" will restrict applications for this position to only those students who meet the screening criteria you set

Restrict Applications\*:  
 yes  no

Title\*:  Segment Producer

If the number of openings is equal to zero, the job will be hidden from students. If you leave this field blank, it will not have any affect on students' visibility.

Number of Openings\*:

Job Description\*:

Enter an email address to which submitted non-ocr resumes will be

sent if desired.

Default email address for resumes:

Desired Start Date:

Duration:

Approximate Hours Per Week:

Travel Percentage:

Salary Level\*:

Location\*:

Nation Wide\*  yes  no

City\*   
Indianapolis

State\*   
Indiana

Country\*   
United States

- Job Function\*:
- Accounting
  - Actuary
  - Advertising
  - Architecture & Design
  - Arts Administration

Qualification:

Please enter the minimum grade point average desired:

GPA:

Please enter the desired graduation range start date:

Graduation Date     
- Range Start:

Please enter the desired graduation range end date:

Graduation Date

- Range End:

Please enter the desired work authorization.

Work Authorization:

Please enter the desired class levels.

Class Level:

Use the menu below to select major(s).

Desired Major (s):

Choose how you would like to receive student resumes for non-ocr positions.

Resume Receipt\*:  E-mail  Accumulate Online  Other (enter below)

Which additional documents do you request for non-ocr positions.

Additional Documents:  Cover Letter

If checked, please provide information in 'Contact Information' field

Display Contact Information To Students:

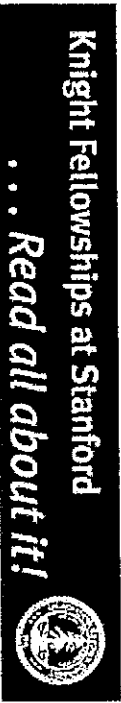
(Job announcement will be posted on this date.)

Posting Date\*:

(Job announcement will be removed on this date.)

Expiration Date\*:

Attachment(s):



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### Job Updated Successfully

Please review your job update below, if you find an error please edit this posting from the 'Job Manager' section in the 'Edit' button for the specified job.  
[ Click here to return to Job Manager ]

**Category:**  
Television

**Title:**  
Segment Producer

**Job Reference:**

**Description:**  
Pre-production documentation and field and studio segment planning, site surveys and walk-throughs for Fox 59 News. Work with outside publicists, gather production elements, research, log tapes and other duties. Experience on-air as reporter a plus.

**Skills:**  
College degree preferred. Two to three years experience in television news production desired. Candidates with 1 experience in broadcasting or publishing may be considered. Must possess and display solid news judgment. Excellent and written communication skills. Strong and accurate writing skills. Excellent organizational skills. Up-to-date on affairs. Detail oriented. Ability to follow directions. Can perform duties and make independent decisions under pressure. Must be able to interact positively and productively with colleagues and outside sources.

**Location:**  
United States - Indiana - Indianapolis

**Job Type:**  
Full time

**Salary:**

**Start Date:**

**Comments:**

Send resume, cover letter outlining salary requirements and non-returnable VHS or DVD with samples of your lat Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Contact Information:**

FOX 59 / CW 4

Elizabeth Lines

6910 Network Place

Indianapolis, IN 46278

United States

Ph: 317-632-5900

Email: [elines@tribune.com](mailto:elines@tribune.com)

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**POSITION AVAILABLE**

Date Submitted: 06/02/08  
Department: News  
Position: Web Producer  
Date Available Immediately

**Job Description:** This position will be responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. This position will develop product design incorporating graphics, audio and video for all areas of the website.


**Qualifications Necessary:** Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in developing and directing interactive sites and programs. Broadcast news and promotion experience required. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

**List any Physical Requirements or Restrictions** (for major responsibilities of position):  
Vision and hearing

**Application Deadline:** 06/17/08

**Ad Copy** (exactly as you wish it to read): WXIN/WTTV-TV, the Tribune Broadcasting duopoly serving Central Indiana, seek a Web Producer responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience required, as well as at least two years experience in developing and directing interactive sites and programs. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Other trade publications or organizations to post position to** (provide contact name, address or phone number):

 **Open req 14163BR Web Producer**

 **Help**

**The req 14163BR: Web Producer has been opened.**



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Used Broadcast Equipment

**Address:**  
3003 E. 98th St., Ste. 161  
Indianapolis, IN 46280

**Phone Numbers:**  
800.342.6276 (Indiana Only)  
317.573.0119 (Direct Line)  
317.573.0895 (Fax)

**Email:**  
INDBA@aol.com

**Opportunities/Employment**

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Yo

**Web Producer** posted: Jun 03 2008

**Start Date:** immediately

[ch

**Emp Type:** Full-Time

**Location:** Indianapolis

**Station Information:** WXIN/ WTTV  
6910 Network Place  
Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Required Skills:**

Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in developing and directing interactive sites and programs. Broadcast news and promotion experience required. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

**Education Required:**

Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in developing and directing interactive sites and programs. Broadcast news and promotion experience required. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

**Job Description:**

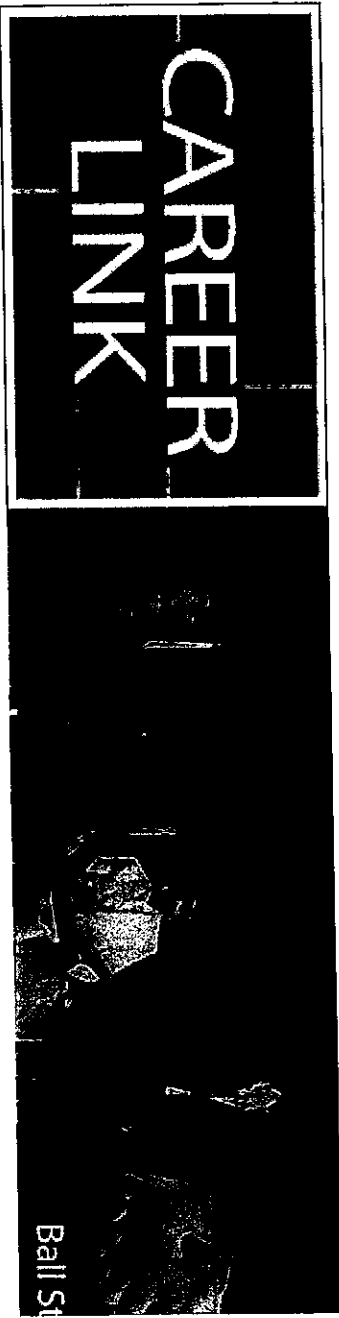
This position will be responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. This position will develop product design incorporating graphics, audio and video for all areas of the website.

EOE

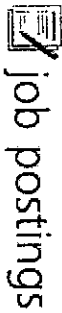
**Instructions for Applying:**

Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

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[Disclaimer]



Log Out **Elizabeth Lines @ FOX 59/ CW 4**



**NACElink** software by  
NETWORK **sym plicity**

**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

**Position Information**

ID: 709626

Position Type: Professional Employment

Requisition #:

Restrict no

Applications:

Title: Web Producer

Number of 1

Openings:

**Job Description:** This position will be responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. This position will develop product design incorporating graphics, audio and video for all areas of the website.

Default email [elines@tribune.com](mailto:elines@tribune.com)  
 address for resumes:

Desired Start -

Date:

Duration:

Approximate

Hours Per

Week:

Travel

Percentage:

Salary Level: 0

Location:

<b>Total Views</b>	
Candidate Views:	0

**Location**  
**Nation Wide**  
no  
**City**  
Indianapolis  
**State**  
Indiana  
**Country**  
United States

---

**Job Function: Communications - Web Development**

---

**Qualification:** Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in developing and directing interactive sites and programs. Broadcast news and promotion experience required. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML, editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

---

**GPA:** 0

---

**Graduation -  
Date - Range  
Start:**

---

**Graduation -  
Date - Range  
End:**

---

**Work  
Authorization:**

---

**Class Level:**

---

**Desired Major  
(s):**

---

**Resume E-mail  
Receipt:**

---

**Additional Cover Letter  
Documents:**

---

**Display   
Contact  
Information To  
Students:**

---

**Posting Date:** June 3, 2008

---

**Expiration Date:** June 17, 2008  
**Date:**

---



## Job Preview

### Job Details

**Job Title:**  
Web Producer

**Opportunity Type:**  
Job

**Description:**

This position will be responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. This position will develop product design incorporating graphics, audio and video for all areas of the website.

Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in developing and directing interactive sites and programs. Broadcast news and promotion experience required. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting, Web Development

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

**Other Requested Materials:**  
Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications

**Student Status:**  
Alumnus/a

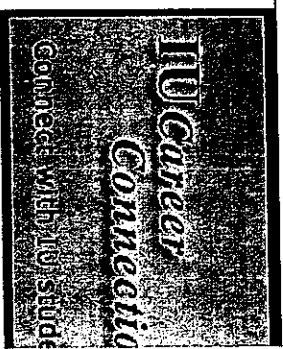
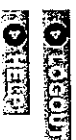
**Application Method**

**Do you want students to apply to this job online (via eRecruiting)?**

Yes

**How do you want to receive applications?**

Email each application as it is submitted.



**Employer Center**

**WXIN - FOX59**

**Post a Job/Internship**

**Edit Employer Info**

**Document Library**

**Function**

Production

**Job Location**

Indiana-Indianapolis

**Job Level**

Full-time (Experienced)

**Start Date**

06/03/2008

**Job Title**

Web Producer

**Job Description**

This position will be responsible for creating the content for the FOX59 website, including news, sports, entertainment, and marketing related initiatives and other content. The position will ensure the FOX 59 and IU websites offer timely, topical viewer benefit by updating news-oriented information in a way that is easy to read and generates revenue through advertising and other content. This position will develop and incorporate graphics, audio and video for all website content.

Bachelor's Degree in Journalism, Mass Communication, or equivalent related experience. Minimum 2 years prior experience in developing and directing internet programs. Broadcast news and promotion experience in internet website design and function. Experience in internet website design and function including experience with web production software, editing software, Microsoft office, Photoshop, etc. World Wide Web/Internet, FTP, network issues and media platforms. Flexible schedule required.

Send resume and cover letter stating position of interest to Human Resources, WXIN, 6900 Indiana Avenue, Indianapolis, IN 46228. EOE.

**Job Duration Visibility**

Close the position on 6-17-2008

### Contact Information

Employer : WXIN - FOX59 Indianapolis

*Lost Remote*

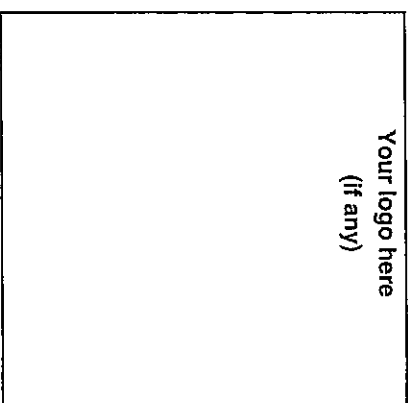
Close

**Web Producer**

Posted Jun 03

**Fox 59 / CW4 Indianapolis, Indianapolis, IN**

This position will be responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. This position will develop product design incorporating graphics, audio and video for all areas of the website.



Bachelor's Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in developing and directing interactive sites and programs. Broadcast news and promotion experience required. Experience in internet website design and functionality is a must, including experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.





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**[Management Page for Web Producer](#)**

**[Thanks from all of us at Lost Remote!](#)**

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# Job Listing Preview



Broadcast Employment Services

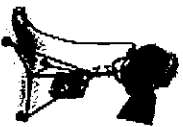


Supplemental Information

**FOX** WXIN (FOX) Indianapolis, IN

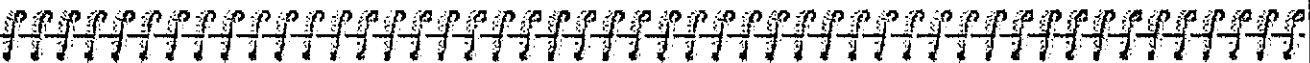
**Position** Web Producer  
**Station Ownership** Tribune Broadcasting  
*Will be assigned when submission is completed ...*  
**Reference #** Television  
**Type** Full Time - Regular  
**Full / Part** Full Time - Regular  
**Experience** 2 Years Preferred  
**Posted** 6/3/2008  
**Closes** 7/3/2008  
**Time Left** 30 Days  
**DMA** #26  
**Found In** Web Producer

## Web Producer



This position will be responsible for creating the relaunch of fox59.com and thecw4.com, including news, entertainment, promotion, marketing related initiatives and other aspects of the sites. The position will ensure the Fox 59 and Indiana's 4 websites offer timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. This position will develop product design incorporating graphics, audio and video for all areas of the website.

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**Salary Type**  
**Salary Range**  
**Starting Salary / Year**  
**Starting Salary / Hour**  
**Job Type** Full Time - Regular

**Hours**  
**Workweek**  
**Scheduled on Holidays**  
**Start Date**  
**Probation Period**  
**Benefits**  
**Benefit Premium**  
**401K Plan**  
**Vacation**  
**Paid Sick Leave**

**Phone Calls**  
**Agent Phone Calls**  
**Résumé** Required  
**Cover Letter**  
**References**  
**Salary History**  
**Tape / Reel**  
**Tape Format**  
**Tape Return**  
**Director's Track**

**FAX Résumé** No  
**TVJobs.com E-Résumé** Yes

experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms. Flexible schedule required.

Send resume and cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

Receptionist/ HR Assistant  
WXIN  
6910 Network Place  
Indianapolis, IN 46278

When responding to this job ad, please mention you saw it listed at TVJobs.com

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Annual E-Resume subscription  
or DigitalTalent resume required.

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Degree Required	
Contract Required	
Contract Length	
Special Requirements	
Driver's License	
Insurance	
Good Driving Record	
Heavy Lifting	
Previous Applicants	
Local Apartment Rental	
Moving Expenses	
Union Position	
Union Contract Expires	
Confirmation Letter	
Rejection Letter	
Feedback	
Drug Screen	
Proof of Eligibility to work in U.S. Required	
Equal Opportunity Employment	Yes
EOE Data Form	Yes
Application Form	No



Work for one of Indianapolis' fastest growing websites! WXIN/WTTV-TV seek a Web Producer responsible for responsible for the general updating of Fox59.com, maximizing the potential of the content created by Fox 59. The position will ensure the Fox 59 website offers timely, topical viewer benefit by formatting and updating news-oriented information in a way that cross-promotes the newscasts and generates revenue through sponsorable content and elements. Bachelors Degree in Journalism, Mass Communications, or related field, or equivalent related experience. At least 2 years prior experience in creating, developing and implementing news content online. Broadcast, print or online news experience required. Requires the demonstrated ability to produce content and promotion that is accurate, complete, credible, dynamic, interesting and diverse and the ability to tell a compelling story while adding production value to the project. Excellent writing skills a must. Experience with web production interfaces, HTML editing software, Microsoft office, Photoshop, encoding tools, World Wide Web/Internet, FTP, network issues and various multi-media platforms a plus. This is NOT a web design position. Send resume, writing samples, cover letter stating position desired and referral source to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

into but we forget to celebrate  
our young men who are doing  
ch out to urban  
organization  
g.org

Open req 14460BR Photographer

? Help

The req 14460BR: Photographer has been opened.

OK



**POSITION AVAILABLE**

Date Submitted	7/15/08
Department	News
Position	Photographer
Date Available	8/22/08

**Job Description:** Shoot and edit daily news packages and handle live shots for nightly 10pm newscast. May work on long form, highly produced enterprise/feature stories. Edits material to match script prepared by reporter, producer or associate producer. May have to cover stories without a reporter or until a decision is made on whether to assign a reporter. Works with reporter to get complete story and makes suggestions on how story should be produced. Edits stories. Suggests stories and/or pictorial essays to assignment desk. Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance. Ability to set-up remotes to allow transmission of pictures or live from-the-scene reports back to station. Monitors scanners in vehicles from news stories. Other duties as assigned by supervisor.

**Qualifications Necessary:** College degree desired. 3 to 5 years shooting experience required. Know how to use 1/2" beta photographic and editing equipment; working knowledge of remote/live production. Strong background in ENG (electronic news gathering) operations. SNG (satellite news gathering) a plus. Non-linear editing skills required. Must be creative, flexible, positive, team oriented, and work well under deadline pressure. Ability to lift in excess of 50 pounds on a regular basis. Holidays and weekends required.

**Other Information:** **Job offer contingent upon favorable results of pre-employment substance abuse testing and background investigation**

**Application Deadline:** 8/8/08

**Ad Copy:** WXIN Fox 59 seeks a creative News Photographers to join the Emmy-winning Fox 59 News at Ten. If you are flexible, enthusiastic, team oriented and take an innovative approach to every assignment -- be it live shot, VO or PKG -- we want to hear from you. At least 3 years shooting experience in a newsroom setting, ENG/SNG and non-linear editing skills required. Must work well under deadline pressure. Mail resume and cover letter, plus a non-returnable VHS with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

## WXIN/WTTV-TV POSITION DESCRIPTION

**POSITION TITLE:** Photographer

**DATE:** 7/15/08

**DEPARTMENT:** News

**REPORTS TO:** Mgr, News Operations

**ROLE** The photographer is a journalist who is responsible for providing complete and visual coverage of news events in a fair, unbiased and accurate manner.

### RESPONSIBILITIES

- Photographs news events, both live and on tape, for news programs.
- Edits material to match script prepared by reporter, producer or associate producer.
- May have to cover stories without a reporter or until a decision is made on whether to assign a reporter.
- Works with reporter to get complete story and makes suggestions on how story should be produced.
- Edits stories.
- Suggests stories and/or pictorial essays to assignment desk.
- Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance.
- Ability to set-up remotes to allow transmission of pictures or live from-the-scene reports back to station.
- Monitors scanners in vehicles from news stories.
- Other duties as assigned by supervisor.

### REQUIREMENTS/QUALIFICATIONS

- College degree desired.
- Know how to use ½" beta photographic and editing equipment, Final Cut Pro non-linear editing software, and working knowledge of remote/live production.
- Minimum 3 years experience as news or production photographer preferred.
- At least 2 years experience in editing videotape preferred.
- Strong background in ENG (electronic news gathering) operations.
- SNG (satellite news gathering) experience preferred.
- Good organizational skills.
- Must be able to drive a car. Must have valid Indiana driver's license and good driving record.
- Usually 8-hour workdays, 5 days a week; may be required to work additional hours or days. Shift can vary from early morning to late night and can be changed to meet department's needs.
- Ability to lift in excess of 50 pounds on a regular basis.
- Maintains a positive attitude and has a teamwork mentality.

### REVENUE/BUDGETARY/STAFF RESPONSIBILITY

- Must be capable of interacting positively and productively with other employees.

### ORGANIZATION STRUCTURE

An organizational chart illustrating the reporting relationships of this position is attached.

**Lines, Elizabeth**

---

**To:** Minority/University Contact List  
**Subject:** Re: Photographer

Dear Placement Professional;

Broadcasting partners WXIN FOX 59 and WTTV CW4 has a full-time opening available for a **Photographer** in our **News Department**. The job posting is enclosed. We seek your help in referring qualified applicants for this position.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

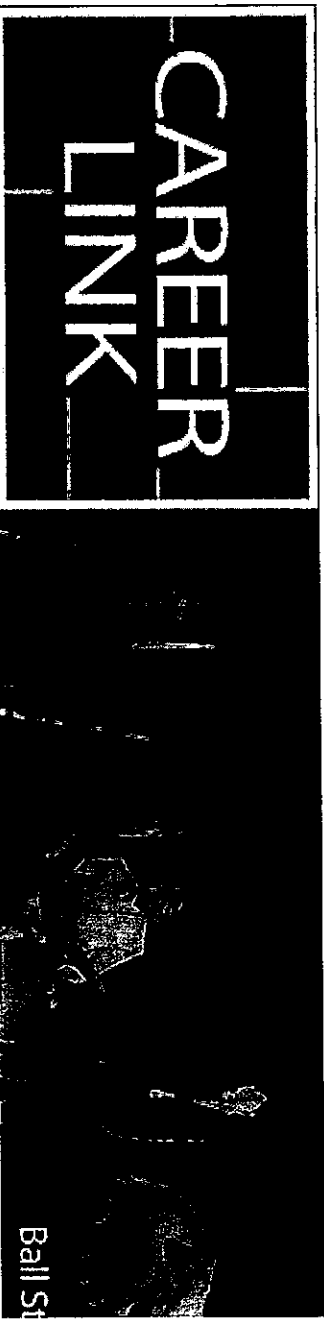
Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

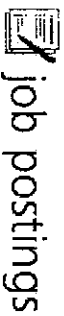
Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)







Log Out Elizabeth Lines @ FOX 59/ CW 4



**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

**Position Information**

ID: 711050

Position Type: Professional Employment

Requisition #:

Restrict no  
Applications:

Title: Photographer

Number of 1  
Openings:

**Job Shoot and edit daily news packages and handle live shots for nightly 10pm newscast. May work on long form, highly produced enterprise/feature stories. Edits material to match script prepared by reporter, producer or associate producer. May have to cover stories without a reporter or until a decision is made on whether to assign a reporter. Works with reporter to get complete story and makes suggestions on how story should be produced. Edits stories. Suggests stories and/or pictorial essays to assignment desk. Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance. Ability to set-up remotes to allow transmission of pictures or live from-the-scene reports back to station. Monitors scanners in vehicles from news stories. Other duties as assigned by supervisor.**

Default email [elines@tribune.com](mailto:elines@tribune.com)  
address for  
resumes:

Desired Start -  
Date:

Duration:

Approximate  
Hours Per  
Week:

Travel  
Percentage:

<b>Total Views</b>
Candidate Views: 0

NACEZlink software by  
N A T I W O R K S s y m p l i c i t y

≈

Salary Level: 0

Location: Location

Nation Wide

no

City

Indianapolis

State

Indiana

Country

United States

Job Function: Communications - Broadcasting

Qualification: College degree desired. 3 to 5 years shooting experience required. Know how to use ½" beta photographic and editing equipment; working knowledge of remote/live production. Strong background in ENG (electronic news gathering) operations. SNG (satellite news gathering) a plus. Non-linear editing skills required. Must be creative, flexible, positive, team oriented, and work well under deadline pressure. Ability to lift in excess of 50 pounds on a regular basis. Holidays and weekends required.

Mail resume and cover letter, plus a non-returnable VHS with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

GPA: 0

Graduation -  
Date - Range  
Start:

Graduation -  
Date - Range  
End:

Work  
Authorization:

Class Level:

Desired Major  
(s):

Resume E-mail  
Receipt:

Additional Cover Letter  
Documents:

Display   
Contact  
Information To  
Students:

Posting Date: July 17, 2008

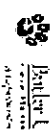
Expiration August 8, 2008  
Date:



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### Detailed Job Information



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#### Job Details

**Job Title:**  
Photographer

**Opportunity Type:**  
Job

**Description:**  
Shoot and edit daily news packages and handle live shots for nightly 10pm newscast. May work on long form, highly produced enterprise/feature stories. Edits material to match script prepared by reporter, producer or associate producer. May have to cover stories without a reporter or until a decision is made on whether to assign a reporter. Works with reporter to get complete story and makes suggestions on how story should be produced. Edits stories. Suggests stories and/or pictorial essays to assignment desk. Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance. Ability to set-up remotes to allow transmission of pictures or live from-the-scene reports back to station. Monitors scanners in vehicles from news stories. Other duties as assigned by supervisor.

College degree desired. 3 to 5 years shooting experience required. Know how to use 1/2" beta photographic and editing equipment; working knowledge of remote/live production. Strong background in ENG (electronic news gathering) operations. SNG (satellite news gathering) a plus. Non-linear editing skills required. Must be creative, flexible, positive, team oriented, and work well under deadline pressure. Ability to lift in excess of 50 pounds on a regular basis. Holidays and weekends required.

Mail resume and cover letter, plus a non-returnable VHS with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, IN

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

<b>Interview Schedules</b>
This job will not have an interview schedule attached.
<b>Modification History</b>
<b>Last Modified:</b> 7/17/08 By Elizabeth Lines (WXIN Fox 59)
<b>Created:</b> 7/17/08 By Elizabeth Lines (WXIN Fox 59)

**Other Requested Materials:**

Mail resume and cover letter, plus a non-returnable VHS with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Application Qualifications**

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications

**Student Status:**  
Alumnus/a

**Application Method**

**Do you want students to apply to this job online (via eRecruiting)?**

Yes

**How do you want to receive applications?**

Email each application as it is submitted.





- About IBA
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- EAS
- Events
- Indiana DTV
- Inspection Program
- Job Bank
- Legal Services
- Legislative
- Member Radio & TV Stations
- My Member Pocket
- Publications
- Student Page
- Used Broadcast Equipment

**Address:**  
3003 E 98th St, Ste. 161  
Indianapolis, IN 46280

**Phone Numbers:**  
800.342.8276 (Indiana Only)  
317.573.0119 (Direct Line)  
317.573.0895 (Fax)

**Email:**  
INDBA@aol.com

**Opportunities/Employment**

Start Date:

Yo  
Ei  
[ch

- Immediately
- Full-Time
- Part-Time
- Contract
- Temporary
- Temp-to-Perm
- 

Position:

Location:

Station(s) Call Letters:

Station Address:

Contact Person:

Contact Phone:

Contact E-Mail:

Required Skills:

Benefits:

Job Description:

Instructions for Applying:

Mail resume and cover letter, plus a non-returnable VHS with samples of your work to:  
 Human Resources, WXIN-TV,  
 6910 Network Place,  
 Indianapolis, IN 46278. EOE.

Education Required:

College degree desired. 3 to 5 years shooting experience required. Know how to use 1/2" beta photographic and editing equipment; working knowledge of remote/live production. Strong background in ENG (electronic news gathering)

Check this box if this is a permanent listing.

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[spam/overpost](#)

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## Photographer (Indianapolis)

Reply to: [elines@tribune.com](mailto:elines@tribune.com)

Date: 2008-08-14, 4:00PM EDT

Shoot and edit daily news packages and handle live shots for nightly 10pm newscast. May work on long form, highly produced enterprise/feature stories. Edits material to match script prepared by reporter, producer or associate producer. May have to cover stories without a reporter or until a decision is made on whether to assign a reporter. Works with reporter to get complete story and makes suggestions on how story should be produced. Edits stories. Suggests stories and/or pictorial essays to assignment desk. Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance. Ability to set-up remotes to allow transmission of pictures or live from-the-scene reports back to station. Monitors scanners in vehicles from news stories. Other duties as assigned by supervisor.

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Mail resume and cover letter, plus a non-returnable VHS/DVD with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

- Location: Indianapolis
- Compensation: Yes
- Principals only. Recruiters, please don't contact this job poster.
- Please, no phone calls about this job!
- Please do not contact job poster about other services, products or commercial interests.

PostingID: 796826504

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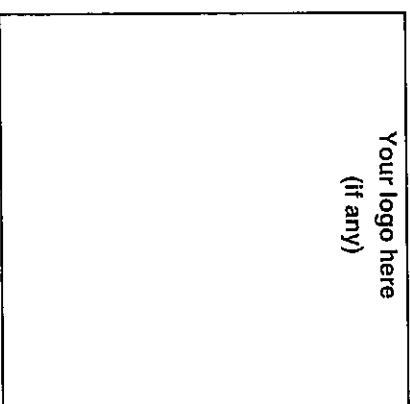
Close

### Photographer

Posted Aug 14

Fox 59/Indiana's 4, Indianapolis, IN

Shoot and edit daily news packages and handle live shots for nightly 10pm newscast. May work on long form, highly produced enterprise/feature stories. Edits material to match script prepared by reporter, producer or associate producer. May have to cover stories without a reporter or until a decision is made on whether to assign a reporter. Works with reporter to get complete story and makes suggestions on how story should be produced. Edits stories. Suggests stories and/or pictorial essays to assignment desk. Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance. Ability to set-up remotes to allow transmission of pictures or live from-the-scene reports back to station. Monitors scanners in vehicles from news stories. Other duties as assigned by supervisor.



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## A preview of your job is displayed below

[<-- Click Here To Edit this Job Ad](#)

[Continue to Next Page -->](#)

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Aug1

Company: FOX 59 / Indiana's 4  
 Position: Photographer  
 Location: Indianapolis, Indiana  
 Job Status: Not Specified  
 Salary: Not Specified  
 Job ID: 964597

**Description:**

Shoot and edit daily news packages and handle live shots for nightly 10pm newscast. May work on long form, hit produced enterprise/feature stories. Edits material to match script prepared by reporter, producer or associate producer. Have to cover stories without a reporter or until a decision is made on whether to assign a reporter. Works with reporter to get complete story and makes suggestions on how story should be produced. Edits stories. Suggests stories and essays to assignment desk. Keeps assigned equipment and/or vehicle in good working condition. Makes sure camera equipment and vehicle receive proper and timely maintenance. Ability to set-up remotes to allow transmission of live from-the-scene reports back to station. Monitors scanners in vehicles from news stories. Other duties as assigned supervisor.

College degree desired. 3 to 5 years shooting experience required. Know how to use 1/2" beta photographic and electronic equipment, working knowledge of remote/live production. Strong background in ENG (electronic news gathering) SNG (satellite news gathering) a plus. Non-linear editing skills required. Must be creative, flexible, positive, team player and work well under deadline pressure. Ability to lift in excess of 50 pounds on a regular basis. Holidays and weekends required.

Mail resume and cover letter, plus a non-returnable VHS/DVD with samples of your work to: Human Resources, 6910 Network Place, Indianapolis, IN 46278. EOE.

**When applying, mention you saw this opening listed at JournalismJobs.com.**

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## Job Listing Preview

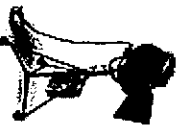


Broadcast Employment Services

### **FOX** WXIN (FOX) Indianapolis, IN

**Position**                    **Photographer**  
**Reference #**                *Will be assigned when submission is completed ...*  
**Type**                         **Television**  
**Full / Part**                 **Full Time - Regular**  
**Experience**                **3 to 5 Years Required**  
**Posted**                      8/14/2008  
**Closes**                     9/14/2008  
**Time Left**                 31 Days  
**DMA**                         #26  
**Found In**                  **News - Photographers / Videographers**

### Photographer



WXIN Fox 59 seeks a creative News Photographers to join the Emmy-winning Fox 59 News at Ten. If you are flexible, enthusiastic, team oriented and take an innovative approach to every assignment -- be it live shot, VO or PKG -- we want to hear from you. At least 3 years shooting experience in a newsroom setting. ENG/SNG and non-linear editing skills required. Must work well under deadline pressure. Mail resume and cover letter, plus a non-returnable VHS/DVD with samples of your work to: Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

Receptionist/ HR Assistant  
 WXIN  
 6910 Network Place  
 Indianapolis, IN 46278



### Supplemental Information

Salary Type	
Salary Range	
Starting Salary / Year	
Starting Salary / Hour	
Job Type	Full Time - Regular
Hours	
Workweek	
Scheduled on Holidays	
Start Date	
Probation Period	
Benefits	
Benefit Premium	
401K Plan	
Vacation	
Paid Sick Leave	
Phone Calls	
Agent Phone Calls	
Résumé	Required
Cover Letter	
References	
Salary History	Required
Tape / Reel	VHS
Tape Format	
Tape Return	No
Director's Track	

FAX Résumé                    No  
 TVJobs.com E-Résumé        Yes

When responding to this job ad, please mention you saw it listed at TVJobs.com

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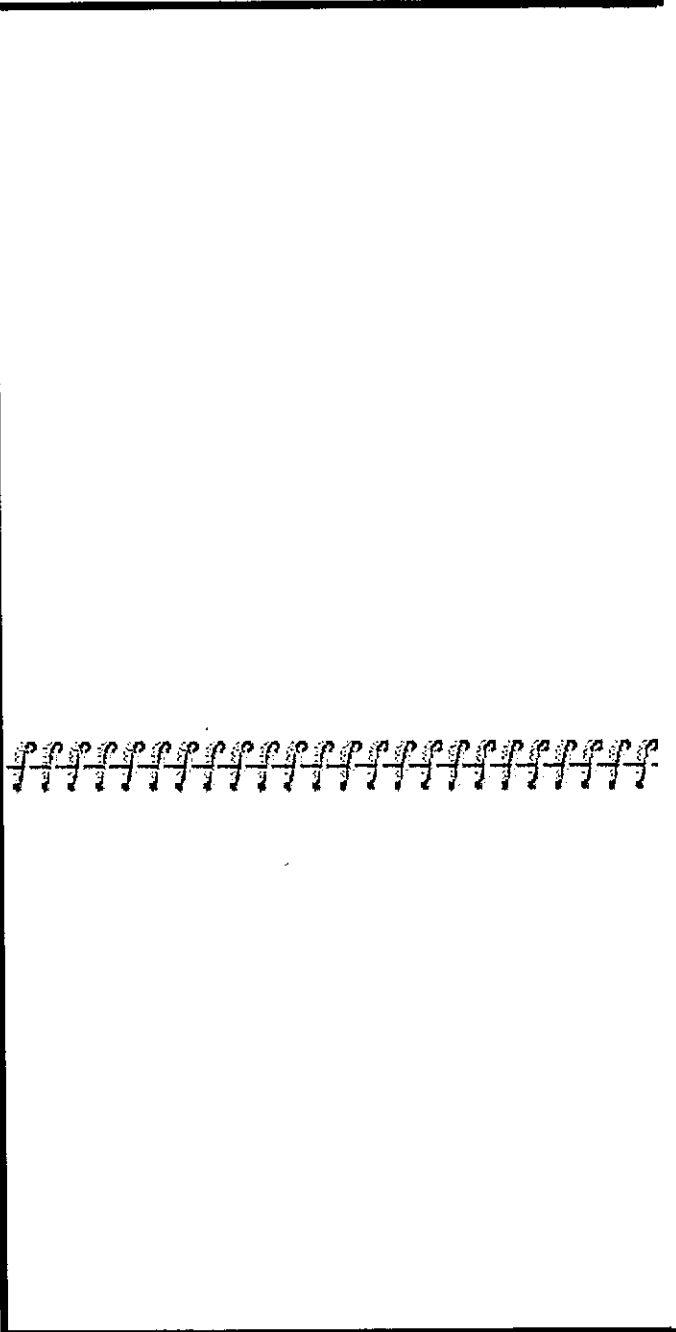
**➔ Send Resume**

Annual E-Resumé subscription or DigitalTalent! resumé required.

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Degree Required	
Contract Required	
Contract Length	
Special Requirements	
Driver's License	Required
Insurance	
Good Driving Record	
Heavy Lifting	
Previous Applicants	
Local Apartment Rental	
Moving Expenses	
Union Position	
Union Contract Expires	
Confirmation Letter	
Rejection Letter	
Feedback	
Drug Screen	
Proof of Eligibility to work in U.S. Required	
Equal Opportunity Employment	Yes
EOE Data Form	Yes
Application Form	No

<-- Make some changes



Accept (Final) -->

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Length	14 days
Job Title	Photographer
Category	Photographers
Location	Indianapolis
Company	FOX 59 / Indiana's 4

**Today's Candidate**

**SHOP TALK**

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**Job Description**

WXIN Fox 59 seeks a creative News Photographers to join the Fox 59 News at Ten. If you are flexible, enthusiastic, team oriente innovative approach to every assignment -- be it live shot, VO or F to hear from you. At least 3 years shooting experience in a newsr ENG/SNG and non-linear editing skills required. Must work well in pressure. Mail resume and cover letter, plus a non-returnable VHS samples of your work to: Human Resources, WXIN-TV, 6910 Neth Indianapolis, IN 46278. EOE.

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**POSITION AVAILABLE**

Date Submitted	08/01/08
Department	News/Operations
Position	Technical Director
Date Available	10/13/08

Job Description: Directs live newscast. Requires good communication skills and the ability to lead a production crew. Candidate works well under pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

Qualifications Necessary: Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

List any Physical Requirements or Restrictions (for major responsibilities of position): Vision and hearing.

Application Deadline: 09/05/08

Ad Copy (exactly as you wish it to read): Fox 59 WXIN-TV in Indianapolis, is looking for a Newscast Director for our high energy, Emmy winning morning news program, Fox 59 Morning News. If you excel at directing fast-paced live television, we want to hear from you! Two years live directing experience required; Bachelor's degree in related area of study desired. On-line/post-production editing skills a plus. Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

Other trade publications or organizations to post position to (provide contact name, address or phone number): CareerBuilder, minority/university contacts, regional newspapers (W. Lafayette, South Bend, Ft. Wayne, Terre Haute, Evansville, and Champaign IL).

 Open req 14523BR Director/Tech Director

 Help

The req 14523BR: Director/Tech Director has been opened.

OK



**Williams, Jennifer**

---

**From:** jgwilliams@tribune.com [ENTERPRISE@TRM.BRASSRING.COM]

**Sent:** Friday, August 01, 2008 9:38 AM

**To:** Williams, Jennifer

**Subject:** A new req has been opened: (14523BR, Director/Tech Director)

**Title:** Director/Tech Director

**Req ID:** 14523BR

**Message:**

Williams, Jennifer has sent you an *eLink* to view.

Attached please find an HTML document with a hyperlink.

8/1/2008

**Lines, Elizabeth**

---

**From:** Lines, Elizabeth  
**Sent:** Friday, August 01, 2008 10:13 AM  
**To:** 100 Black Men of Indianapolis; American Indian Center of Indiana; Anderson University; Brown College (Minnesota); Franklin College; Hanover College; Illinois Center for Broadcasting; Indiana Tech ; Indianapolis Association of Black Journalists; Indianapolis Association of Black Journalists; Indianapolis Urban League; IUPUI; Kelley School of Business-Indianapolis; Latin Workforce Connection; Madison County Urban League; Marian College; National Association of Hispanic Journalists; National Black Media Coalition; National Society of Hispanic MBA's; Ohio & Illinois Centers for Broadcasting; Specs Howard School of Broadcast Arts; Training, Inc.; TV News Gigs; University of Indianapolis; University of Southern Indiana; Vincennes University  
**Subject:** Re: Director/Technical Director

Dear Placement Professional;

Broadcasting partners WXIN FOX 59 and WTTV CW4 has a full-time opening available for a **Director/Technical Director** in our **News Department**. The job posting is enclosed. We seek your help in referring qualified applicants for this position.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)

8/1/2008

**Williams, Jennifer**

---

**From:** Gordon, Rob  
**Sent:** Friday, August 01, 2008 8:17 AM  
**To:** Williams, Jennifer  
**Subject:** AM Director

Jennifer,

Now that its August, I'd like to post the opening for an AM director to take Mike Wlidge's place, who leaves us on 10/10/08. Attached is an Open Position Requisition form for Jerry:



Open Position  
Director.doc (39...

...and a Position Description:



Newscast  
Director.doc (84 KB)

Could we do a regional post to CareerBuilder, fox59.com, W. Lafayette, South Bend, Ft. Wayne, Terre Haute, Evansville, and Champaign IL? Also, if you could make sure we change the phrase "Mail resume and cover letter, plus a non-returnable VHS with samples of your work" to "Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work", that would be excellent.

Thanks, let me know if you need anything else from me.

Rob

**Rob Gordon**

**Manager, News Operations**  
**WXIN FOX59 & WTTV CW4**

6910 Network Place  
Indianapolis, IN 46278  
P: 317.687.6522  
C: 317.442.6640  
F: 317.687.6556  
E: [RGordon@Tribune.com](mailto:RGordon@Tribune.com)  
[fox59.com](http://fox59.com) [theCW4.com](http://theCW4.com)

Director | Tech

**Williams, Jennifer**

**From:** Ferguson, Rachel  
**Sent:** Tuesday, September 09, 2008 1:30 PM  
**To:** Williams, Jennifer  
**Cc:** Lines, Elizabeth  
**Subject:** RE: posted jobs

all set!

Regards,

**Rachel M. Ferguson**

Recruitment Resource Specialist  
[rferguson@tribune.com](mailto:rferguson@tribune.com)  
(312) 222-4654 (p)  
(312) 222-2595 (f)

**TRIBUNE**

Corporate Office - Recruitment  
435 N. Michigan Ave., Ste. 510  
Chicago, IL 60611

**TRIBUNE** is America's largest employee-owned media company, operating businesses in publishing, interactive and broadcasting. It reaches more than 80 percent of U.S. households and is the only media organization with newspapers, television stations and websites in the nation's top three markets. In publishing, Tribune's leading daily newspapers include the *Los Angeles Times*, *Chicago Tribune*, *Newsday* (Long Island, N.Y.), *The Sun* (Baltimore), *South Florida Sun-Sentinel*, *Orlando Sentinel* and *Harford Courant*. The company's broadcasting group operates 23 television stations, Superstation WGN on national cable, Chicago's WGN-AM and the Chicago Cubs baseball team. Popular news and information websites complement Tribune's print and broadcast properties and extend the company's nationwide audience.

---

**From:** Williams, Jennifer  
**Sent:** Tuesday, September 09, 2008 12:28 PM  
**To:** Ferguson, Rachel  
**Cc:** Lines, Elizabeth  
**Subject:** posted jobs

Can you take down the following positions off of CareerBuilder?

Photographer- 14460BR  
Director/Technical Director- 14523BR

Thanks!

Jennifer G. Williams  
Human Resources Manager  
WXIN Fox 59/WTTV Indiana's 4  
6910 Network Place  
Indianapolis, IN 46278  
p: (317) 715-2701  
f: (317) 715-6251

9/9/2008

# MARIAN COLLEGE

## INDIANAPOLIS



Office of Internships  
and Career Services



KI

Log Out Elizabeth Lines @ Fox 59



job postings

NACElink  
NETWORK software by  
symplicity

### Position Information

Title: Director/ Technical Director

Total Views

Student Views: 0

Position Type: Full time Jobs

Description: Job Directs live newscast. Requires good communication skills and pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

Job Function: Communications

Qualifications: Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise

Location: Location

Nation Wide  
no  
City Indianapolis  
State Indiana  
Country United States

Employer ellnes@tribune.com  
Email:

Employer Fax:

Default email ellnes@tribune.com  
address for resumes:

Resume E-mail  
Receipt:

Additional Cover Letter  
Documents:

Documents  
Required:

Posting Date: August 1, 2008

Expiration August 31, 2008  
Date:

Desired Start Date: October 13, 2008  
Date:

Duration:

Approximate  
Hours Per  
Week:

Travel  
Percentage:

Salary Level:

Additional  
Information:

Requisition #:

**Screening Criteria**

**New Section**

Restrict Applications:  yes  no

Desired Major (s):

GPA: 0

Class Level: Alumni

Graduation Date - Range Start: May 1, 2003

Graduation Date - Range End: May 1, 2008

Authorization: Work U.S. Citizen



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<b>Address:</b> 3003 E. 98th St., Ste. 161 Indianapolis, IN 46280	
<b>Phone Numbers:</b> 800.342.6276 (Indiana Only) 317.573.0119 (Direct line) 317.573.0895 (Fax)	
<b>Email:</b> INDBA@aol.com	

**Opportunities/Employment**

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**Director/Technical Director** posted: Aug 01 2008

EI: Yo [ch]

**Start Date:** Oct 13 2008

**Emp Type:** Full-Time

**Location:** Indianapolis

**Station Information:** WXIN/WTTV  
6910 Network Pl,  
Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact Phone:** 317-632-5900

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

**Education Required:**

Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

**Job Description:**

Directs live newscast. Requires good communication skills and the ability to lead a production crew. Candidate works well under pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

EOE

**Instructions for Applying:**

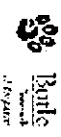
Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

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## Director/Technical Director



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### Important Dates

#### **!** Archived Date

This job was archived by the career center on **7/31/08**. You can easily create a new version of the job if you want to recruit for this job again.

[\\*\\* Create a new version of this job](#)

### Applications

All applications to this job were being made online.

#### View Applications:

- [\\*\\* Undecided \(0\)](#)
- [\\*\\* Accepted \(0\)](#)
- [\\*\\* Declined \(0\)](#)



Target candidates at more schools.

### Job Details

**Job Title:**  
Director/Technical Director

**Opportunity Type:**  
Job

#### Description:

Directs live newscast. Requires good communication skills and the ability to lead a production crew. Candidate works well under pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

**Location(s):**  
Indianapolis, Indiana

**Compensation Type:**  
Paid

**Job Status:**

[Interview Schedules](#)

This job did not have an interview schedule attached.

[Modification History](#)

**Last Modified:** 8/01/08

By Elizabeth Lines (WXIN Fox 59)

**Created:** 8/01/08

By Elizabeth Lines (WXIN Fox 59)



Full-Time

**Job Function:**  
Broadcasting

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

**Other Requested Materials:**  
Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

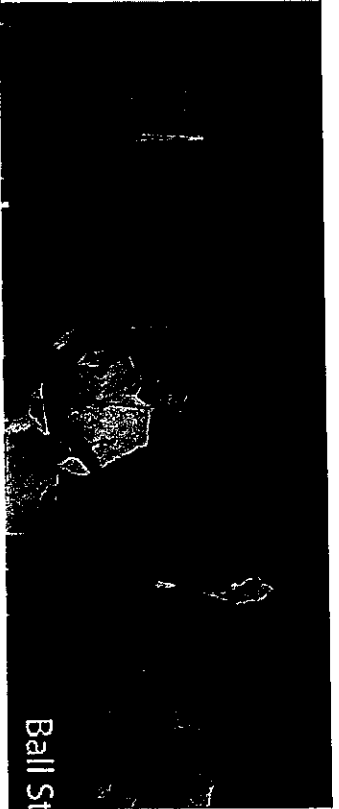
**Major/Concentration:**  
Communications Studies, Telecommunication Arts

**Student Status:**  
Alumnus/a

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**  
Yes

**How do you want to receive applications?**  
Email each application as it is submitted.



Log Out Elizabeth Lines @ FOX 59/ CW 4



job postings

NACElink software by  
N E T W O R K S s y m p l i c i t y

**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

**Position Information**

ID: 711305

Position Type: Professional Employment

Requisition #:

Restrict no

Applications:

Title: Director/Technical Director

Number of 1

Openings:

**Job Description:** Directs live newscast. Requires good communication skills and pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

Default email address for resumes: [elines@tribune.com](mailto:elines@tribune.com)

Desired Start - Date:

Duration:

Approximate Hours Per Week:

Travel Percentage:

Salary Level: 0

Location: **Location**

**Nation Wide**  
no  
City

<b>Total Views</b>	
Candidate Views:	0

Indianapolis  
State  
Indiana  
Country  
United States

---

Job Function: Communications - Broadcasting

---

Qualification: Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please.  
EOE.

---

GPA:

---

Graduation -  
Date - Range  
Start:

---

Graduation -  
Date - Range  
End:

---

Work  
Authorization:

---

Class Level:

---

Desired Major  
(s):

---

Resume E-mail  
Receipt:

---

Additional  
Documents:

---

Display   
Contact  
Information To  
Students:

---

Posting Date: August 1, 2008

---

Expiration September 5, 2008  
Date:

---



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------------------------	------------------	---------------------	-----------------------	------------------

## A preview of your job is displayed below

[<-- Click Here To Edit this Job Ad](#)

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| Home | Openings in TV

Aug1

Company: FOX 59 / Indiana's 4  
 Position: Director  
 Location: Indianapolis, Indiana  
 Job Status: Not Specified  
 Salary: Not Specified  
 Job ID: 964595

**Description:**

Directs live newscast. Requires good communication skills and the ability to lead a production crew. Candidate w under pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to change. Candidate should be a team leader. Other duties as assigned.

Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-itr bench editing a plus.

Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources; 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

**When applying, mention you saw this opening listed at JournalismJobs.com.**

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**Director/Technical Director**

Posted Aug 14

**Fox59/Indiana's 4**, Indianapolis, IN

Directs live newscast. Requires good communication skills and the ability to lead a production crew. Candidate works well under pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

<p>Your logo here (if any)</p>
------------------------------------



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[create posting](#)

[ logged in as [elines@tribune.com](#) ] [ [logout](#) ]

*Your posting will expire from the site in 45 days.*

---

The following ad will be posted to indianapolis craigslist for [elines@tribune.com](#):

## Director/Technical Director (Indianapolis)

---

Reply to: [elines@tribune.com](mailto:elines@tribune.com)

Date: 2008-08-14, 4:02PM EDT

Directs live newscast. Requires good communication skills and the ability to lead a production crew. Candidate works well under pressure and works closely with Producer of newscast. Must maintain flexibility and react quickly to changes. Candidate should be a team leader. Other duties as assigned.

Minimum 2 years live directing experience. Bachelor's degree desired. Must be able to work sunrise shift. Non-linear and cut bench editing a plus.

Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

- Location: Indianapolis
  - Compensation: Yes
  - Principals only. Recruiters, please don't contact this job poster.
  - Please, no phone calls about this job!
  - Please do not contact job poster about other services, products or commercial interests.
- 

HTML look wrong? Check for [supported tags](#) and [attributes](#).

[Continue](#)

[Edit](#)

**Please remember that we don't edit or proofread your posting and that the responsibility for the content is yours.**



Broadcast Employment Services



Supplemental Information

**FOX** WXIN (FOX) Indianapolis, Indiana

**Position** Director/Technical Director  
**Reference #** TVJ#34100511  
**Type** Television  
**Full / Part** Full Time - Regular  
**Experience** 2 Years Minimum  
**Posted** 8/14/2008  
**Closes** 9/14/2008  
**Time Left** 31 Days  
**DMA** #26  
**Found In** Director  
 Technical Directors

**Director/Technical Director**



Fox 59 WXIN-TV in Indianapolis, is looking for a Newscast Director for our high energy, Emmy winning morning news program, Fox 59 Morning News. If you excel at directing fast-paced live television, we want to hear from you! Two years live directing experience required Bachelor's degree in related area of study desired. On-line/post-production editing skills a plus. Mail resume and cover letter, plus a non-returnable VHS or DVD with samples of your work to Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

Receptionist/ HR Assistant  
 WXIN  
 6910 Network Place  
 Indianapolis, IN 46278

When responding to this job ad, please

Salary Type  
 Salary Range  
 Starting Salary / Year  
 Starting Salary / Hour  
 Job Type  
 Hours  
 Full Time - Regular

Workweek  
 Scheduled on Holidays  
 Start Date  
 Probation Period

Benefits  
 Benefit Premium  
 401K Plan  
 Vacation  
 Paid Sick Leave

Phone Calls  
 Agent Phone Calls

Résumé  
 Cover Letter  
 Required  
 Required

References  
 Salary History  
 Tape / Reel  
 Tape Format  
 Tape Return  
 Director's Track  
 Required  
 VHS  
 No

FAX Résumé  
 TVJobs.com E-Résumé  
 No  
 Yes

Degree Required  
 Contract Required

mention you saw it listed at TVJobs.com

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Annual E-Resume subscription  
or DigitalTalent resume required.

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Contract Length	
Special Requirements	
Driver's License	
Insurance	
Good Driving Record	
Heavy Lifting	
Previous Applicants	
Local Apartment Rental	
Moving Expenses	
Union Position	
Union Contract Expires	
Confirmation Letter	
Rejection Letter	
Feedback	
Drug Screen	
Proof of Eligibility to work in U.S. Required	
Equal Opportunity Employment	Yes
EOE Data Form	Yes





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**Lines, Elizabeth**

---

**From:** Lines, Elizabeth  
**Sent:** Friday, August 01, 2008 10:50 AM  
**To:** 'broegner@news-gazette.com'  
**Subject:** Re: Director/Technical Director

*Beth,*

*I have another position that we would like to have run in this Sunday's paper 08-03-2008.*

*I have attached the ad copy. If you have any questions please let me know, and the payment can be put on the card we used previously.*

*Also could you send me a copy of the ad after it has been run!*

*Thanks*

Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)

8/1/2008



**Lines, Elizabeth**

---

**From:** Lines, Elizabeth  
**Sent:** Friday, August 01, 2008 10:43 AM  
**To:** 'Angie Gray'  
**Subject:** Re: Director/Technical Director

*Angie,*

*I have another position that we would like to have run in this Sunday's paper 08-03-2008.*

*I have attached the ad copy. If you have any questions please let me know, and also could you send me a copy of the ad after it has been run!*

*Thanks*

Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)

(48)

**Lines, Elizabeth**

---

**From:** Lines, Elizabeth  
**Sent:** Friday, August 01, 2008 10:47 AM  
**To:** 'Kelly Burroughs'  
**Subject:** Re: Director/Technical Director

*Kelly,*

*I have another position that we would like to have run in this Sunday's paper 08-03-2008. I have attached the ad copy. If you have any questions please let me know, and also could you send me a copy of the ad after it has been run!*

*Thanks*

Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)

**Lines, Elizabeth**

---

**From:** Lines, Elizabeth  
**Sent:** Friday, August 01, 2008 10:46 AM  
**To:** 'mdunleavy@sbtinfo.com'  
**Subject:** Re: Director/Technical Director

*Mike,*

*I have another position that we would like to have run in this Sunday's paper 08-03-2008.*

*I have attached the ad copy. If you have any questions please let me know, and also could you send me a copy of the ad after it has been run!*

*Thanks*

Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)

Open req 14516BR Writer, AM

? Help

The req 14516BR: Writer, AM has been opened.

OK

**POSITION AVAILABLE**

Date Submitted	07/31/08
Department	News
Position	Writer, AM
Date Available	Immediately

Job Description: Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Qualifications Necessary: College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

List any Physical Requirements or Restrictions (for major responsibilities of position): Vision and hearing

Application Deadline: 09/01/08

Ad Copy (exactly as you wish it to read): WXIN-TV Fox 59 is looking for a full-time News Writer to support the Emmy-winning Fox 59 *Morning News*. Prior broadcast newsroom experience required. Effective writing skills essential. Must possess good communication and organizational skills. College degree in related field and familiarity with SNG/ENG operations desired. Successful candidate will work a sunrise shift and some holidays. Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

Other trade publications or organizations to post position to (provide contact name, address or phone number): Medialine, TVJobs.com, minority/university contacts, Inside Track, Indy Recorder

**Lines, Elizabeth**

---

**To:** Minority/University Contact List  
**Subject:** Re: Writer, AM

Dear Placement Professional;

Broadcasting partners WXIN FOX 59 and WTTV CW4 has a full-time opening available for a **Writer, AM** in our **News Department**. The job posting is enclosed. We seek your help in referring qualified applicants for this position.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

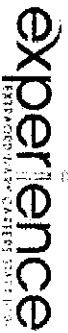
To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

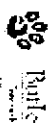
Elizabeth Lines  
Fox 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)





Your Account | Help **Welcome, Eliz**

[View Products](#)



## Detailed Job Information

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### Job Details

**Job Title:**  
Writer, AM

**Opportunity Type:**  
Job

**Description:**  
Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Location(s):**  
Indianapolis, Indiana

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting, Writing

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

### Other Requested Materials:

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Interview Schedules**

This job will not have an interview schedule attached.

**Modification History**

**Last Modified:** 7/31/08  
By Elizabeth Lines (WXIN Fox 59)

**Created:** 7/31/08  
By Elizabeth Lines (WXIN Fox 59)

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications Studies

**Student Status:**  
Alumnus/a

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**  
Yes

**How do you want to receive applications?**  
Email each application as it is submitted.





[About IBA](#)  
[Amber Alert](#)  
[Broadcast Pioneers](#)  
[EAS](#)  
[Events](#)  
[Indiana DTW](#)  
[Inspection Program](#)  
[Job Bank](#)  
[Legal Services](#)  
[Legislative](#)  
[Member Radio & TV Stations](#)  
[My Member Pocket](#)  
[Publications](#)  
[Student Page](#)  
[Used Broadcast Equipment](#)

**Address:**  
 3003 E. 98th St., Ste. 161  
 Indianapolis, IN 46280

**Phone Numbers:**  
 800-578-6276 (Indiana Only)  
 317-573-0119 (Direct Line)  
 317-573-0895 (Fax)

**E-mail:**  
[INDBA@rcal.com](mailto:INDBA@rcal.com)

**Opportunities/Employment**

[« Back to Job Listings](#)

**Writer, Am** posted: Jul 31 2008

**Start Date:** immediately  
**Emp Type:** Full-Time

[ch

**Location:** Indianapolis

**Station Information:** WXIN/WTTV  
 6910 Network Place  
 Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact Phone:** 317-632-5900

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

**Education Required:**

College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

**Job Description:**

Assists news producer in putting news programs together. Responsibilities include writing news stories; directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

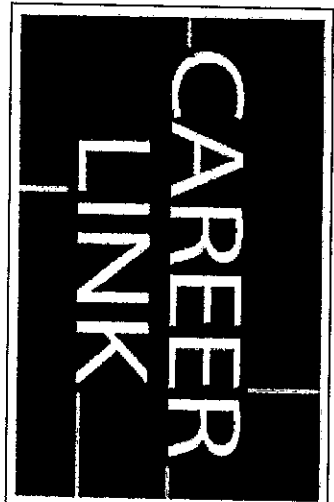
EOE

**Instructions for Applying:**

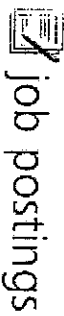
Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

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Log Out Elizabeth Lines @ FOX 59/ CW 4



NACEZlink software by  
MULTIMEDIA SYSTEMS

**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

**Position Information**

ID: 711291

<b>Total Views</b>
Candidate Views: 0

Position Type: Professional Employment

Requisition #:

Restrict no Applications:

Title: Writer, AM

Number of 1 Openings:

**Description:** Job Assists news producer in putting news programs together. Responsibilities include writing news stories, directing the editing of video taped stories for broadcasts; and logging video feeds. The writer also must learn the responsibilities of the producer to be prepared to produce program in an emergency.

Default email elines@tribune.com  
address for resumes:

Desired Start -  
Date:

Duration:

Approximate  
Hours Per  
Week:

Travel  
Percentage:

Salary Level: 0

Location: Location

Nation Wide  
no  
City

Indianapolis  
**State**  
 Indiana  
**Country**  
 United States

**Job Function: Communications - Broadcasting**

**Qualification:** College degree or sufficient maturity preferred. Prior experience in broadcast or print journalism. Working familiarity with ENG (Electronic News Gathering) and SNG (Satellite News Gathering) operations. Candidates may be considered with experience in another area of television news. Effective writing skills. Good organizational and communication skills. Stays informed on current affairs. Can perform duties and make decisions under deadline pressure.

Send resume, cover letter stating position desired and referral source to Human Resources, WXIN-TV, 6910 Network Place, Indianapolis, IN 46278. EOE.

GPA: 0

Graduation -  
 Date - Range  
 Start:

Graduation -  
 Date - Range  
 End:

Work  
 Authorization:

Class Level:

Desired Major  
 (s):

Resume E-mail  
 Receipt:

Additional  
 Documents:

Display   
 Contact  
 Information To  
 Students:

Posting Date: July 31, 2008

Expiration September 1, 2008  
 Date:

**Edit req 14276BR Mgr, Interactive Sales**

[? Help](#)

**Changes to req: 14276BR Mgr, Interactive Sales have been successfully saved.**

**POSITION AVAILABLE**

Date Submitted:	06/18/08
Department:	Sales
Position:	Mgr, Interactive Sales
Date Available	Immediately

**Job Description:** This sales position represents our stations' interactive platform and products advertisers. This is accomplished by both supporting our local Account Executives and Sales Management by providing them with turnkey digital marketing solutions they can offer to their agency and local direct clients, as well as developing new business independent of the existing sales force.

The manager will partner with the local broadcast station sales force, taking ownership of interactive revenue goals. They will conduct sales training, go on sales calls, and respond to questions and requests for assistance. The manager will also call advertising agencies on behalf of Tribune Broadcasting.

The Manager will execute the sales programs developed by Tribune Broadcasting management, as well as identify opportunities for improvement based on representative observations. They will also draw upon industry experience to create new local programs which successfully achieve budget, and teach pertinent skills to improve overall performance of broadcast sales account executives.

**Qualifications Necessary:** Strong communicator, coach and motivator. Excellent writing skills to create effective training presentations and sales aids. Excellent verbal communication skills to identify needs and follow-up via phone and in person. Self-starter able to solve problems, identify issues and develop solutions through initiative. Ability to coach sales reps through role-playing in person or via conference calls, or on ride-alongs. Proven experience with teaching others to create value and overcome objections. Excellent PowerPoint skills and demonstrated ability to create effective training presentations. Knowledge of local broadcast a plus; love of digital media a must! 4+ years of broadcast and/or digital media sales experience, with a strong focus on creating value, closing techniques and overcoming objections.

**List any Physical Requirements or Restrictions (for major responsibilities of position):**

**Application Deadline:** 07/2/08

**Ad Copy** (exactly as you wish it to read): WXIN/WTTV-TV, the Tribune Broadcasting duopoly serving Central Indiana, seeks a Mgr, Interactive Sales. Must be self-motivated, energetic and an experienced individual with the drive and influence to grow TV stations interactive products and services advertisers. Work with broadcast sales managers to empower local account executives with creative digital solutions. Provide Interactive marketing solutions to agencies and local direct clients, and develop new business. The individual we seek for our television market must be a strong communicator, outstanding coach and self-starter. Three plus years of broadcast and/or digital medial sales experience preferred, with a strong focus on creating value, closing techniques and overcoming objections. Send resume and cover letter stating position desired and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

**Other trade publications or organizations to post position to (provide contact name, address or phone number):**

## **Title: Director of Digital Sales**

**Work Location:** all Tribune Broadcast locations

### **Responsibilities:**

This sales position represents our stations' interactive platform and products advertisers. This is accomplished by both supporting our local Account Executives and Sales Management by providing them with turnkey digital marketing solutions they can offer to their agency and local direct clients, as well as developing new business independent of the existing sales force.

The DIRECTOR will partner with the local broadcast station sales force, taking ownership of interactive revenue goals. The DIRECTOR will conduct sales training, go on sales calls, and respond to questions and requests for assistance. The DIRECTOR will also call advertising agencies on behalf of Tribune Broadcasting.

The DIRECTOR will execute the sales programs developed by Tribune Broadcasting management, as well as identify opportunities for improvement based on representative observations. The DIRECTOR will also draw upon industry experience to create new local programs which successfully achieve budget, and teach pertinent skills to improve overall performance of broadcast sales account executives.

### **Required Qualifications:**

- \*Strong communicator, coach and motivator
- \*Excellent writing skills to create effective training presentations and sales aids
- \*Excellent verbal communication skills to identify needs and follow-up via phone and in person
- \*Self-starter able to solve problems, identify issues and develop solutions through initiative
- \*Ability to coach sales reps through role playing in person or via conference calls, or on ride-alongs.
- Proven experience with teaching others to create value and overcome objections
- \*Excellent PowerPoint skills and demonstrated ability to create effective training presentations
- \*Knowledge of local broadcast a plus; love of digital media a must!

### **Experience:**

- 4+ years of broadcast and/or digital media sales experience, with a strong focus on creating value, closing techniques and overcoming objections

**Reports to:** SVP of Local Sales Initiatives, Tribune Interactive





- [About IBA](#)
- [Amber Alert](#)
- [Broadcast Pioneers](#)
- [EAS](#)
- [Events](#)
- [Indiana DTV](#)
- [Inspection Program](#)
- [Job Bank](#)
- [Legal Services](#)
- [Legislative](#)
- [Member Radio & TV Stations](#)
- [My Member Pocket](#)
- [Publications](#)
- [Student Page](#)
- [Used Broadcast Equipment](#)

**Address:**  
3003 E. 90th St., Ste. 161  
Indianapolis, IN 46280

**Phone Numbers:**  
800.342.6276 (Indiana Only)  
317.573.0119 (Direct Line)  
317.573.0895 (Fax)

**Email:**  
INDBA@aol.com

**Opportunities/Employment**

Start Date:  Jun 18 2008  Immediately

EI Yo [ch

Emp Type:  
 Full-Time  
 Part-Time  
 Contract  
 Temporary  
 Temp-to-Perm

Position:   
 Location:

Station(s) Call Letters:   
 Station Address:

Contact Person:   
 Contact Phone:

Contact E-Mail:

Required Skills:

Benefits:

Job Description:

Instructions for Applying:

Send resume and cover letter stating position desired and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

: Strong communicator, coach and motivator. Excellent writing skills to create effective training presentations and sales aids. Excellent verbal communication skills to identify needs and follow-up

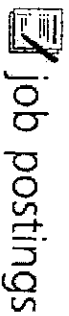
**Education Required:**

Check this box if this is a permanent listing.

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[\[Disclaimer\]](#)



Log Out Elizabeth Lines @ FOX 59/ CW 4



NACElink software by s y m plicity

Please Note: on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

Position Information

ID: 710260

Position Type: Professional Employment

Requisition #:

Restrict no Applications:

Title: Mgr, Interactive Sales

Number of 1 Openings:

**Description:** Job This sales position represents our stations' interactive platform and products advertisers. This is accomplished by both supporting our local Account Executives and Sales Management by providing them with turnkey digital marketing solutions they can offer to their agency and local direct clients, as well as developing new business independent of the existing sales force. The manager will partner with the local broadcast station sales force, taking ownership of interactive revenue goals. They will conduct sales training, go on sales calls, and respond to questions and requests for assistance. The manager will also call advertising agencies on behalf of Tribune Broadcasting. The Manager will execute the sales programs developed by Tribune Broadcasting management, as well as identify opportunities for improvement based on representative observations. They will also draw upon industry experience to create new local programs which successfully achieve budget, and teach pertinent skills to improve overall performance of broadcast sales account executives.

Default email elines@tribune.com address for resumes:

Desired Start - Date:

Duration:

Approximate Hours Per

<b>Total Views</b>
Candidate Views: 0

Week:

Travel  
Percentage:

Salary Level: 0

Location: Location

Nation Wide  
no  
City  
Indianapolis  
State  
Indiana  
Country  
United States

Job Function: Sales

Qualification: Strong communicator, coach and motivator. Excellent writing skills to create effective training presentations and sales aids. Excellent verbal communication skills to identify needs and follow-up via phone and in person. Self-starter able to solve problems, identify issues and develop solutions through initiative. Ability to coach sales reps through role-playing in person or via conference calls, or on ride-alongs. Proven experience with teaching others to create value and overcome objections. Excellent PowerPoint skills and demonstrated ability to create effective training presentations. Knowledge of local broadcast plus; love of digital media a must! 4+ years of broadcast and/or digital media sales experience, with a strong focus on creating value, closing techniques and overcoming objections.

Send resume and cover letter stating position desired and referral source to: Human Resources, WXIN, 6910 Network Place, Indianapolis, IN 46278. EOE.

GPA: 0

Graduation -  
Date - Range  
Start:

Graduation -  
Date - Range  
End:

Work  
Authorization:

Class Level:

Desired Major  
(s):

Resume E-mail  
Receipt:

Additional

Documents:

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Display   
Contact  
Information To  
Students:

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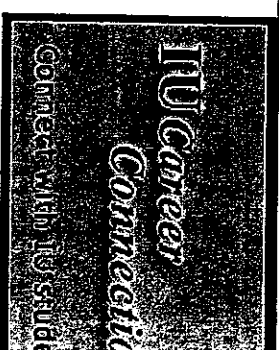
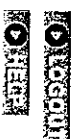
Posting Date: June 18, 2008

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Expiration July 2, 2008  
Date:

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**Employer Center**

**Post a Job/Internship**

**WXIN - FOX59**

**Edit Employer Info**

**Document Library**

<b>Function</b>	Sales
<b>Job Location</b>	Indiana-Indianapolis
<b>Job Level</b>	Full-time (Experienced)
<b>Start Date</b>	06/18/2008
<b>Job Title</b>	Mgr, Interactive Sales

**Job Description**

This sales position represents our stations' interactive and products advertisers. This is accomplished supporting our local Account Executives and Sales by providing them with turnkey digital marketing can offer to their agency and local direct clients; developing new business independent of the ex

The manager will partner with the local broadcast force, taking ownership of interactive revenue conduct sales training, go on sales calls, and respond to questions and requests for assistance. The manager will be responsible for managing the marketing advertising agencies on behalf of Tribune Broad

The Manager will execute the sales programs developed by the Tribune Broadcasting management, as well as identify and create opportunities for improvement based on representative observations. They will also draw upon industry knowledge to create new local programs which successfully address the needs and teach pertinent skills to improve overall performance of broadcast sales account executives.

Strong communicator, coach and motivator. Excellent verbal communication skills to identify and solve problems, identify issues and develop solutions. Ability to coach sales reps through problems or via conference calls, or on ride-along experience with teaching others to create value and address objections. Excellent PowerPoint skills and der

to create effective training presentations. Know broadcast a plus; love of digital media a must! broadcast and/or digital media sales experience focus on creating value, closing techniques and objections.

Send resume and cover letter stating position & referral source to: Human Resources, WXIN, 610 Indiana Avenue, Indianapolis, IN 46278. EOE.

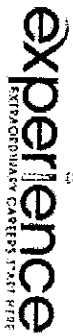
**Job Duration Visibility** 30 days

### Contact Information

Employer : WXIN - FOX59 Indianapolis  
Recruiter : Elizabeth Lines

[Post this Job](#) [Edit this Job](#)

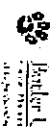
Copyright © 2008  
a Simpedi



Your Account | Help Welcome, Eliz

[View Products](#)

## Mgr, Interactive Sales



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### Important Dates

**Apply Start Date:** 6/18/08

The date that students will be able to apply.

**Apply End Date:** 7/31/08

The last date that students may apply.

To modify the **apply start** and **end dates** or to **remove** this posting, please contact your career center.

### Applications

All applications to this job are being made online.

### View Applications:

Undecided (0) | Accepted (0) | Declined (0)

[EXPAND YOUR AUDIENCE](#)

Target candidates at more schools.

### Job Details

**Opportunity Type:**  
Job

**Job Status:**  
Full-Time

**Location(s):**  
Indianapolis, IN

[View](#)

[Edit](#)

[Copy](#)

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[Privacy Policy](#) | [Terms of Service](#)



Interview Schedules
This job will not have an interview schedule attached.

Modification History
<b>Last Modified:</b> 6/18/08 By Elizabeth Lines (WXIN Fox 59)
<b>Created:</b> 6/18/08 By Elizabeth Lines (WXIN Fox 59)



**POSITION AVAILABLE**

Date Submitted: 08/13/08  
Department: Traffic  
Position: Coordinator, Copy WXIN/WTTV  
Date Available: Immediately

**Job Description:** To effectively maintain and apply traffic facilities on a daily basis for WXIN/WTTV. Processes commercial traffic instructions/tapes. Advertises A-M and General Mills. Log editor back-up. Copy N-Z back-up. Assigns info in traffic database. Prints daily reports. Maintains tape storage. Makes daily log changes when necessary. Assists ROC station assistants when necessary. Maintains knowledge of FCC guidelines. Other duties as assigned by supervisor.

**Qualifications Necessary:** High school diploma or GED. Good communication skills. Basic computer skills. Organizational skills.

**List any Physical Requirements or Restrictions** (for major responsibilities of position):

**Application Deadline:** 08/30/08

**Ad Copy** (exactly as you wish it to read): Fox 59 and Indiana's 4 in Indianapolis, is looking for a Copy Coordinator. The successful candidate will need to effectively maintain and apply traffic facilities on a daily basis. In addition, they will process commercial traffic instructions/tapes, assign information in the traffic database, print daily reports, as well as maintain tape storage and make daily log changes when necessary. The Copy Coordinator will also maintain knowledge of FCC guidelines. The successful candidate needs to have a high school diploma or GED and good computer, communication and organizational skills. Interested candidates should mail their resume and cover letter to Human Resources, WXIN/WTTV, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

**Other trade publications or organizations to post position to** (provide contact name, address or phone number): CareerBuilder, minority/university contacts

**WXIN/WTTV-TV POSITION DESCRIPTION**

**POSITION:** Coordinator, Copy WXIN/WTTV

**DATE:** 07/23/2008

**DEPARTMENT:** Traffic

**REPORTS TO:** Mgr, Traffic

**ROLE:** To effectively maintain and apply traffic facilities on a daily basis for WXIN/WTTV.

**RESPONSIBILITIES:**

- Processes commercial traffic instructions/tapes.
- Advertises A-M and General Mills.
- Log editor back-up.
- Copy N-Z back-up.
- Assigns info in traffic database.
- Prints daily reports.
- Maintains tape storage.
- Makes daily log changes when necessary.
- Assists ROC station assistants when necessary.
- Maintains knowledge of FCC guidelines.
- Other duties as assigned by supervisor.

**REQUIREMENTS/QUALIFICATIONS:**

- High school diploma or GED.
- Good communication skills.
- Basic computer skills.
- Organizational skills.


**REVENUE/BUDGETARY/STAFF RESPONSIBILITY:**

None

**ORGANIZATION STRUCTURE:**

An organizational chart illustrating the reporting relationships of this position is attached.

 Open req 14578BR Copy Coordinator

 Help

The req 14578BR: Copy Coordinator has been opened.

OK

**Lines, Elizabeth**

---

**From:** Lines, Elizabeth  
**Sent:** Wednesday, August 13, 2008 3:49 PM  
**To:** 100 Black Men of Indianapolis; American Indian Center of Indiana; Anderson University; Brown College (Minnesota); Franklin College; Hanover College; Illinois Center for Broadcasting; Indiana Tech ; Indianapolis Association of Black Journalists; Indianapolis Association of Black Journalists; Indianapolis Urban League; IUPUI; Kelley School of Business--Indianapolis; Latin Workforce Connection; Madison County Urban League; Marian College; National Association of Hispanic Journalists; National Black Media Coalition; National Society of Hispanic MBA's; Ohio & Illinois Centers for Broadcasting; Specs Howard School of Broadcast Arts; Training, Inc.; TV News Gigs; University of Indianapolis; University of Southern Indiana; Vincennes University  
**Subject:** RE: Copy Coordinator

Dear Placement Professional:

Broadcasting partners WXIN FOX 59 and WTTV INDIANA'S 4 has a full-time opening available for a **Copy Coordinator- WXIN/WTTV** in our **Traffic Department**. The job posting is enclosed. We seek your help in referring qualified applicants for this position.

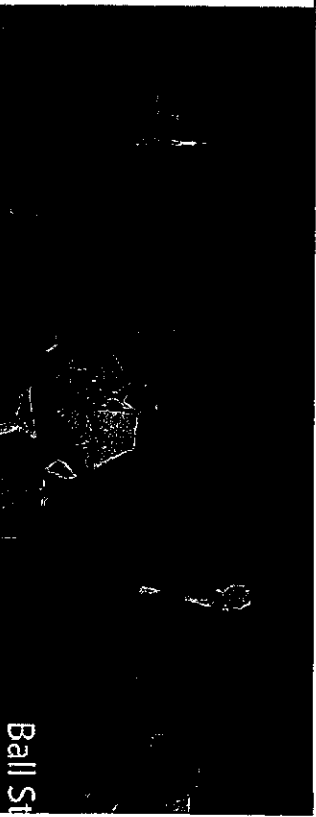
It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex. Pursuant to guidelines of the Federal Communications Commission, we specifically encourage referral of qualified minority and female applicants.

To permit us to carry out FCC employment policies, it is important that any applicant referred to us through your organization advise us of that fact at the time they submit their application to us. Please emphasize to prospective applicants the importance of providing this information so that we will be able to report to the FCC on the effectiveness of our recruiting efforts.

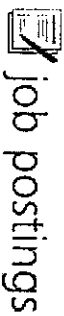
Thank you for your assistance. If you know of any additional organizations that may be of assistance in our equal employment opportunity effort, your referral will be greatly appreciated.

Sincerely,

Elizabeth Lines  
FOX 59 / CW4  
Receptionist/ HR Assistant  
[elines@tribune.com](mailto:elines@tribune.com)



Log Out Elizabeth Lines @ FOX 59/ CW 4



**NACEElink** software by  
 N I T W O X K S y m p l i c i t y

**Please Note:** on-campus recruiting (OCR) positions should be entered in the on-campus recruiting (OCR) section.

**Position Information**

ID: 711434

Position Type: Professional Employment

Requisition #:

Restrict no

Applications:

Title: Copy Coordinator -WXINWTTV

Number of 1

Openings:

**Job Description:** To effectively maintain and apply traffic facilities on a daily basis for WXIN/WTTV. Processes commercial traffic instructions/tapes. Advertises A-M and General Mills. Log editor back-up. Copy N-Z back-up. Assigns info in traffic database. Prints daily reports. Maintains tape storage. Makes daily log changes when necessary. Assists ROC station assistants when necessary. Maintains knowledge of FCC guidelines. Other duties as assigned by supervisor.

Default email [elines@tribune.com](mailto:elines@tribune.com)  
 address for resumes:

Desired Start -  
 Date:

Duration:

Approximate  
 Hours Per  
 Week:

Travel  
 Percentage:

Salary Level: 0

Location: **Location**

<b>Total Views</b>
Candidate Views: 0

**Nation Wide**  
no  
**City**  
Indianapolis  
**State**  
Indiana  
**Country**  
United States

---

**Job Function:** Communications - Broadcasting

**Qualification:** High school diploma or GED. Good communication skills. Basic computer skills. Organizational skills.

Interested candidates should mail their resume and cover letter to Human Resources, WXIN/WTTV, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

---

**GPA:**

---

**Graduation -  
Date - Range  
Start:**

---

**Graduation -  
Date - Range  
End:**

---

**Work  
Authorization:**

---

**Class Level:**

---

**Desired Major  
(s):**

---

**Resume E-mail  
Receipt:**

---

**Additional  
Documents:**

---

**Display   
Contact  
Information To  
Students:**

---

**Posting Date:** August 13, 2008

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**Expiration Date:** August 30, 2008

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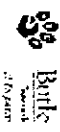
**Date:**

---



Your Account | Help **Welcome, Eliz**

[View Products](#)



## Detailed Job Information

[Butler University](#) | [Jobs](#) | [Calendar](#) |

### Confirmation

You have successfully edited the **Copy Coordinator - WXIN/WTTV** job. Please review your changes below.

#### Job Details

**Job Title:**  
Copy Coordinator - WXIN/WTTV

**Opportunity Type:**  
Job

**Description:**  
To effectively maintain and apply traffic facilities on a daily basis for WXIN/WTTV. Processes commercial traffic instructions/tapes. Advertises A-M and General Mills. Log editor back-up. Copy N-Z back-up. Assigns info in traffic database. Prints daily reports. Maintains tape storage. Makes daily log changes when necessary. Assists ROC station assistants when necessary. Maintains knowledge of FCC guidelines. Other duties as assigned by supervisor.

High school diploma or GED. Good communication skills. Basic computer skills. Organizational skills.

Interested candidates should mail their resume and cover letter to Human Resources, WXIN/WTTV, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

**Location(s):**  
Indianapolis, Indiana

**Compensation Type:**  
Paid

**Job Status:**  
Full-Time

**Job Function:**  
Broadcasting

**Period Of Employment:**  
Other

**Cover Letter Required:**  
Yes

#### Other Requested Materials:

Interested candidates should mail their resume and cover letter to Human

<b>Interview Schedules</b>
This job will not have an interview schedule attached.
<b>Modification History</b>
<b>Last Modified:</b> 8/13/08 By Elizabeth Lines (WXIN Fox 59)
<b>Created:</b> 8/13/08 By Elizabeth Lines (WXIN Fox 59)

Resources, WXIN/WTTV, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**  
Bachelors

**Major/Concentration:**  
Communications Studies

**Student Status:**  
Alumnus/a

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**  
Yes

**How do you want to receive applications?**  
Email each application as it is submitted.



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	Inspection Program
	Job Bank
	Legal Services
	Legislative
	Member Radio & TV Stations
	My Member Packet
	Publications
	Student Page
	Used Broadcast Equipment
<b>Address:</b> 3003 E. 98th St., Ste. 161 Indianapolis, IN 46280	
<b>Phone Numbers:</b> 800.342.6276 (Indiana Only) 317.573.0119 (Direct Line) 317.573.0895 (Fax)	
<b>Email:</b> INDBA@aol.com	

**Opportunities/Employment**

« Back to Job Listings

**Copy Coordinator- WXIN/WTTV** posted: Aug 13 2008

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**Start Date:** Immediately

**Emp Type:** Full-Time

**Location:** Indianapolis

**Station Information:** WXIN/WTTV  
6910 Network Place  
Indianapolis, IN 46278

**Contact Person:** Elizabeth Lines

**Contact Phone:** 317-632-5900

**Contact E-Mail:** [elines@tribune.com](mailto:elines@tribune.com)

**Required Skills:**

High school diploma or GED. Good communication skills. Basic computer skills. Organizational skills.

**Education Required:**

High school diploma or GED. Good communication skills. Basic computer skills. Organizational skills.

**Job Description:**

To effectively maintain and apply traffic facilities on a daily basis for WXIN/WTTV. Processes commercial traffic instructions/tapes. Advertises A-M and General Mills. Log editor back-up. Copy N-Z back-up. Assigns info in traffic database. Prints daily reports. Maintains tape storage. Makes daily log changes when necessary. Assists ROC station assistants when necessary. Maintains knowledge of FCC guidelines. Other duties as assigned by supervisor.

EOE

**Instructions for Applying:**

Interested candidates should mail their resume and cover letter to Human Resources, WXIN/WTTV, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

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### Viewing Job: 5780/Copy Coordinator-WXIN/WTTV

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[Position Information](#)

[Contact Information](#)

[Posting Inform](#)

#### Position Information

Please review the information contained in this job posting. Click on the [Edit] link

Click the [View Activity] link above to view all activity for this job posting.

Click the [Close Job] link above to close this job.

**\*Job ID:** 5780

**\*Job Title:** Copy Coordinator-WXIN/WTTV

**Organization Name:** WXIN - FOX59 Indianapolis

**No of Openings:** 1

**Hours per Week:**

**\*Wage/Salary:** 0

**Employment Start Date:**

**Employment End Date:**

**Supervisor:**

**\*Job Description:** To effectively maintain and apply traffic facility commercial traffic instructions/tapes. Advertis N-Z back-up. Assigns info in traffic database. daily log changes when necessary. Assists RO knowledge of FCC guidelines. Other duties as **Qualifications:** High school diploma or GED. Good communication skills.

Interested candidates should mail their resum WXIN/WTTV, 6910 Network Place, Indianapolis

**\*Application Method:** Allow online applications & be emailed as they **Application Details:**

**On-line Application Address** :

#### Contact Information

**First Name:**

**Last Name:**

**Address Line 1:**

**Address Line 2:**  
**City:**  
**State:**  
**Zip:**  
**Country:**  
**\*Phone:**  
**Fax:**  
**\*Email:**  
**Website:**

**Posting Information**

**Job Location:** Indianapolis  
**\*Job Function:** Administrative/Support Services  
Production  
**Position Type:** Full-time  
**Minimum GPA:**  
**Work Authorization:**  
**Graduation Start:**  
**Graduation End:**  
**Class Standing:** Alumni  
**Degrees:**  
**Majors:**  
**Screen by Applicant Types:** No  
**Screen by Minimum GPA:** No  
**Screen by Work Authorization:** No  
**Screen by Graduation Range:** No  
**Screen by Class Standing:** No  
**Screen by Degrees:** No  
**Screen by Majors:** No  
**\*Post Date:** 08/13/2008  
**\*Expiration Date:** 08/30/2008  
**\*Show Contact Info**  : No  
**\*Apply through my IU Careers**  : Yes

**Control Information**

**\*Status:** Pending

## Job Listing Preview



Broadcast Employment Services



Supplemental Information

**FOX** WXIN (FOX) Indianapolis, IN

**Position** Copy Coordinator  
**Station Ownership** Tribune Broadcasting  
**Reference #** *Will be assigned when submission is completed ...*  
**Type** Television  
**Full / Part** Full Time - Regular  
**Experience** 0 to 2 Years Helpful  
**Posted** 8/13/2008  
**Closes** 8/30/2008  
**Time Left** 17 Days  
**DMA** #26  
**Found In** Traffic

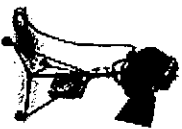
**Salary Type**  
**Salary Range**  
**Starting Salary / Year**  
**Starting Salary / Hour**  
**Job Type** Full Time - Regular

**Hours**  
**Workweek**  
**Scheduled on Holidays**  
**Start Date**  
**Probation Period**  
**Benefits**  
**Benefit Premium**  
**401K Plan**  
**Vacation**  
**Paid Sick Leave**

**Phone Calls**  
**Agent Phone Calls**

**Résumé**  
**Cover Letter**  
**References**  
**Salary History**  
**Tape / Reel**  
**Tape Format**  
**Tape Return**  
**Director's Track**

### Copy Coordinator



Fox 59 and Indiana's 4 in Indianapolis, is looking for a Copy Coordinator. The successful candidate will need to effectively maintain and apply traffic facilities on a daily basis. In addition, they will process commercial traffic instructions/tapes, assign information in the traffic database, print daily reports, as well as maintain tape storage and make daily log changes when necessary. The Copy Coordinator will also maintain knowledge of FCC guidelines. The successful candidate needs to have a high school diploma or GED and good computer, communication and organizations skills. Interested candidates should mail their resume and cover letter to Human Resources, WXIN/WTTV, 6910 Network Place, Indianapolis, IN 46278. No phone calls, please. EOE.

Receptionist/ HR Assistant

**FAX Résumé** No

**TVJobs.com E-Résumé** Yes

**WXIN**  
6910 Network Place  
Indianapolis, IN 46278

When responding to this job ad, please mention you saw it listed at TVJobs.com

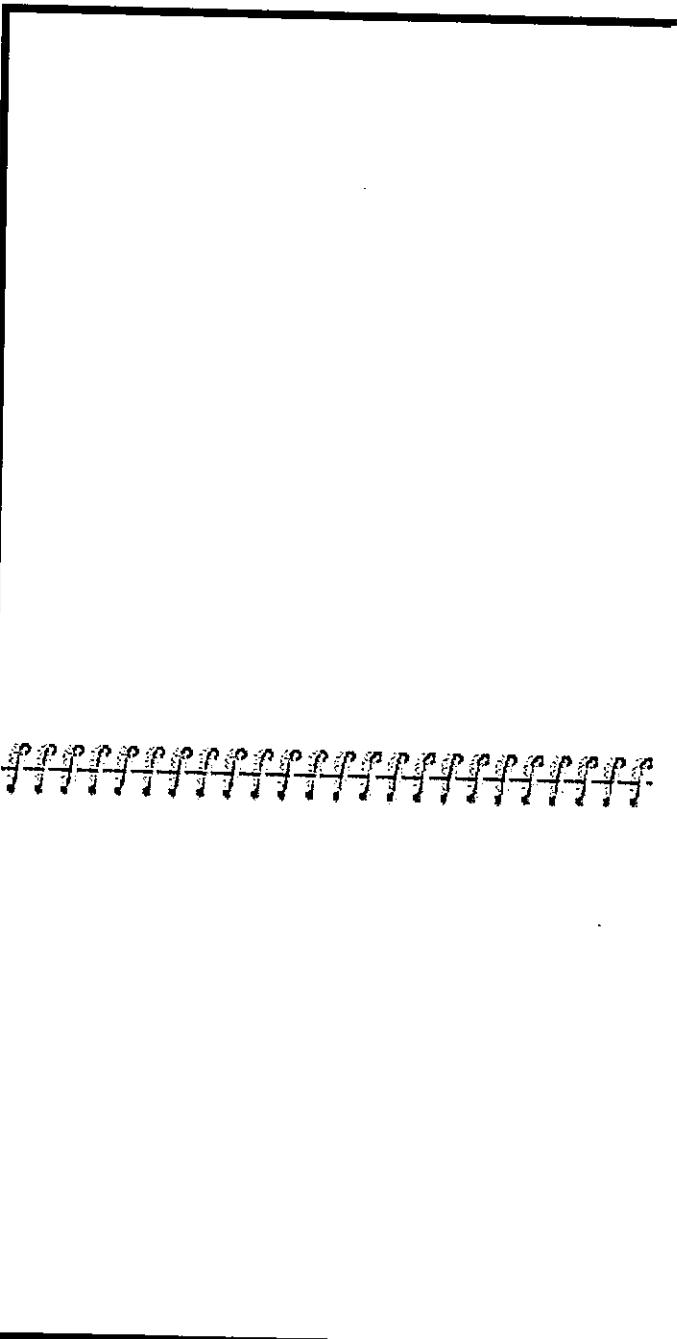
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 **Send Resume**

Annual E-Resumé subscription or DigitalTalent resumé required.

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- Degree Required
  - Contract Required
  - Contract Length
  - Special Requirements
  - Driver's License
  - Insurance
  - Good Driving Record
  - Heavy Lifting
  - Previous Applicants
  - Local Apartment Rental
  - Moving Expenses
  - Union Position
  - Union Contract Expires
  - Confirmation Letter
  - Rejection Letter
  - Feedback
  - Drug Screen
  - Proof of Eligibility to work in U.S. Required
  - Equal Opportunity Employment
  - EOE Data Form
  - Application Form
- Yes  
 Yes  
 No



<- Make some changes

Accept (Final) -->

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