

JOB VACANCY

MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Chief of Staff
WORKING TITLE: Chief Operating Officer (COO)
DEPARTMENT: Administrative
ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting (MPB) is seeking a Chief Operating Officer (COO) to assist the Executive Director in leading a diverse and motivated team located in Jackson, Mississippi. MPB is committed to improving the lives of Mississippi by producing strongly relevant original content on both digital and broadcast platforms revealing the stories of Mississippi. This position is classified as Non-State Service, Exempt. EOE M-F

KNOWLEDGE, SKILLS AND ABILITIES:

- Reports to the Executive Director as the second highest-level manager in the organization and serves as a key member of the executive leadership team
- Manages diverse operations that include Finance, Human Resources, Technical Services, Education, Communications, News, Radio, Television, and Operations
- Demonstrated competency in strategic planning and change management
- Helps establish policies to promote positive company culture and vision
- Oversees daily operations of the agency and the work of functional executive leaders
- Works with Executive Director and Managers to establish budgets, policies and procedures
- Familiarity with FCC regulations
- Experience working with non-profit management and commercial or public broadcasting
- Understanding of television broadcasting and other digital distribution platforms
- In depth knowledge of broadcast legal and regulatory compliance
- Understanding of all dimensions of radio and television broadcasting and other distribution platforms
- Degree in Media and Communications, Broadcast, Television, Film or related field is preferred
- Negotiation skills
- Exceptional organizational and communication skills
- Knowledge of modern automated business and accounting systems
- Demonstrated delegation and decision-making skills
- Experience in Public Media and content development.

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

A Master's Degree from an accredited four-year college or university; AND Eight (8) years of experience related to the described duties; six (6) years of which must have included line or functional administrative or advanced technical supervision;

OR

A Bachelor's Degree from an accredited four-year college or university; AND Nine (9) years of experience related to the described duties; six (6) years of which must have included line or functional administrative or advanced technical supervision.

HOW TO APPLY:

- See Web Site for complete description (www.mpbonline.org)
- Applicants may submit application via Mississippi State Personnel Board www.mspb.ms.gov
- Applicants may email resumes to careers@mpbonline.org

Closing Date: Open until Filled

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

December 4, 2023

Gearletha Stevens, Personnel Officer

601-432-6202

Date

Name and Title

PHONE NUMBER



Old Published

from 10/21/2019 - 1:25 PM to 12/31/2019 - 11:59 PM

Chief of Staff (COO)

Click on your Page Settings, the setting at the bottom to avoid losing your



Chief of Staff (COO)



Chief of Staff



Chief of Staff (COO)



Chief of Staff (COO)



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TITLE OF POSITION: Chief of Staff

WORKING TITLE: Chief Operating Officer (COO)

DEPARTMENT: Administrative

ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting (MPB) is seeking a Chief Operating Officer to produce and produce strongly relevant original content on both digital and broadcast platforms.

KNOWLEDGE, SKILLS AND ABILITIES:

- Reports to the Executive Director as the second highest ranking officer
- Manages diverse operations that include Finance, Human Resources, and Information Technology
- Demonstrated competency in strategic planning and budgeting
- Helps establish policies to promote positive company culture
- Oversees daily operations of the agency and the work of all employees
- Works with Executive Director and Managers to establish and implement policies
- Familiarity with FCC regulations
- Experience working with non-profit management and fundraising
- Understanding of television broadcasting and other digital media
- In depth knowledge of broadcast legal and regulatory requirements
- Understanding of all dimensions of radio and television broadcasting
- Degree in Media and Communications, Broadcast, Telecommunications, or related field
- Negotiation skills
- Exceptional organizational and communication skills
- Knowledge of modern automated business and accounting systems
- Demonstrated delegation and decision-making skills
- Experience in Public Media and content development.

EDUCATIONAL REQUIREMENTS:

A Master's Degree from an accredited four-year college or university

Chief Operating Officer/Assistant Executive Director

Job Summary

The chief operations officer/assistant executive director is the No. 2 position at MPB, serving as the executive director's top assistant. The chief operations officer/assistant executive director position will be in charge specific initiatives of the organization as assigned by the agency's executive director. The chief operations officer/assistant executive director will work closely with the executive director to secure funding for MPB and represent the organization in the Legislature and in the community. Oversight and management of some departments will be a major part of the chief operations officer/assistant executive director's responsibilities, as well as the ability to organize disciplines within the agency on special projects. The COO will have strong organizational skills, the ability to build cohesive teams, and assist the executive director in fostering collaboration, creativity, and innovation. The COO must possess strong written and verbal communication. Other duties as determined by the executive director may be assigned to the agency's chief operations officer.

Duty Statement: Assist the executive director in developing high-level management strategies that keep the organization moving forward. As the No. 2 executive in the agency, it is imperative that the COO and director work closely together.

- Execute agencywide strategies developed by the senior management team.
- Develop comprehensive yearlong legislative strategy to improve knowledge of MPB among lawmakers. Such a plan should involve innovative ways to educate lawmakers on agency's impact. COO will write and present plan during legislative hearings.
- COO will spend time learning the public broadcasting system and what makes it different from commercial media. This will involve attending meetings virtually and in person when meetings resume. The executive director will set up meetings for the COO to discuss public media with system leaders.
- Lead specific and targeted strategic projects.
- Complement the executive director's experience and management style. Work to avoid duplication.
- Become a valued and trusted partner to the executive director.
- Develop executive staff members in COO's areas of expertise.

Duty Statement: *Develop and oversee implementation of strategic and operational priorities of Mississippi Public Broadcasting.*

- The COO will lead the process of designing a strategy for the agency that encompasses major initiatives that involve departments. That process will include cooperation to ensure that departments work together to achieve shared goals. The plan will serve as a guide for the future.
- Recommend changes in policy, rules, and regulations as necessary.
- Assist in recruiting and hiring qualified and experienced employees.
- Work with Executive Director to determine resource allocation.
- Work with Executive Director to align budget with overall strategic priorities of agency.
- Work with executive director and division/department directors to align budgets with priorities.

- ①
- Works with executive director to monitor broad trends in budget expenditures and resource reallocation.
 - Has some authority to approve budget requests and expenditures of the agency.
 - Has some authority to approve departmental expenditures and contracts.

Duty Statement: *Formulate, directs, and oversees the internal operations of specific departments to grow audience and revenue.*

- Has oversight of the underwriting department, business functions of the technical services department, and the Communications and Marketing Department, which includes public relations and graphics.
- Works with marketing/communications director. Helps train the digital team and public relations team on effective communication and social media strategies.
- Works with the Corporate Support Director to find new business opportunities.
- Together with Corporate Support Director, hold departmental meetings to determine opportunities for revenue growth.
- Works as liaison with the MPB Foundation and seeks strategies to avoid duplication in fundraising efforts.
- Uses fundraising prowess to assist agency in seeking contributions from corporations.
- Ensures coordination of activities of the agency with other state agencies.
- Develop partnerships with new organizations to produce revenue-generating projects.
- Represents the agency with government officials at various community events, meetings, briefings and/or conferences.

Duty Statement: *Assist Executive Director with MPB Board of Directors, EDNET Board, Foundation for Public Broadcasting, and the Legislature.*

- Assist Executive Director in developing and submitting goals, objectives, plans and policies for MPB's operations for the Board of Directors' approval and/or adoption.
- Assist Executive Director in developing and submitting to the Board of Directors annual and periodic progress reports of MPB's activities through board meetings.
- Assist Executive Director in developing and submitting to the Board of Directors for consideration and action the annual budget requests to the Legislative Budget Office.
- Assist Executive Director with EDNET Board meetings and any activities/reports that pertain to EDNET.
- Assist Executive Director with board orientation for new members.



Requisition Detail

Chief Operating Officer (37225) Open

Requisition Information

Requisition Number 37225	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec <u>CHIEF OF STAFF (571)</u>
Working Title Chief Operating Officer	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular	Desired Start Date 10/16/2019
Owner Gearlletha Stevens	Hiring Manager Gearlletha Stevens
Agency Minimum Salary \$	HR Analyst Brandee Lockett
About the Agency N/A	Agency Maximum Salary \$
What you'll need to be Successful N/A	About the Position N/A
Requisition Start Date (mm/dd/yyyy) N/A	Preferred Qualifications N/A
Special Qualifications Mississippi Public Broadcasting (MPB) is seeking a Chief Operating Officer (COO) to assist the Executive Director in leading a diverse and motivated team located in Jackson, Mississippi. MPB is committed to improving the lives of Mississippi by producing strongly relevant original content on both digital and broadcast platforms revealing the stories of Mississippi.	Requisition End Date (mm/dd/yyyy) 10/28/2019
Shift Schedule Day Shift Only	County/Counties Associated with Position HINDS
Time Limited Position	Travel Schedule Some day only

Positions
[△ CHIEF OF STAFF \(0247-0002...](#)

1

Yes

Comments

Position Summary: Reports to the Executive Director as the second highest level manager in the organization and serves as a key member of the executive leadership team. Manages diverse operations that include Finance, Human Resources, Technical Services, Education, Communications, News, Radio, Television, and Operations. Leads in implementation of strategic planning. The COO helps establish policies to promote positive company culture and vision. Oversees daily operations of the agency and the work of functional executive leaders. Works with Executive Director and Managers to establish budgets, policies and procedures. Requirements: Nine (9) years of experience, six (6) years of experience as COO or executive level management. Familiarity with FCC regulations. Experience working with non-profit management and commercial or public broadcasting. Understanding of television broadcasting and other digital distribution platforms. Knowledge, Skills and Abilities: In depth knowledge of broadcast legal and regulatory compliance, Negotiation skills, Understanding of all dimensions of radio and television broadcasting and other distribution platforms, Demonstrated competency in strategic planning and change management. Knowledge of modern automated business and accounting systems. Experience in Public Media and content development.

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

MPB Underwriting Order



Booking Date:	01/27/21	Account Manager:	Geallatha Stevens	Client Type:	
Lookup Code:		Name:			
Spot Title:		Spot Title:			
Contract Start Date:		Contract End Date:		Reel:	Cur Number:

CONTRACT DISTRIBUTIONS

New:	Renew:	Incremental:	Non-Traditional:			Trade:			Skip	Days Allowed	Max Place Per	# of Spots	Rate	Sub-Total				
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Public Relations Specialist (Projects Officer IV, Specialist)				1/27/2021-2/12/2021					2	2	2	2	2	2	2	0	\$0.00	\$0.00
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2



MPB Radio Production Order

Lookup Code:		Client Type:	
Account Manager:	Gearlletha Stevens	Booking Date:	
Start Date:	11/17/2023	End Date:	02/12/2021
Spot Title: Public Relations Specialist (Projects Officer IV, Sp)			

Length		Voice		Music	
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Approved by Ryanne Duffie Saucier



Requisition Detail

Public Relations Specialist (46968) [Open](#)

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[Print](#)
[Cancel Req](#)

[Edit \(/hiringcenter/requisitiondetail/53bfa5a844bbef6b932aefedf5783333/ed!!\)](#)

Requisition Information

Approvals

Hire Workflow

Candidates

History

Requisition Information

Requisition Number
46968

Division
N/A

Positions

[PROJECTS OFFICER IV,SPEC...](#)

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Class Spec
[PROJECTS OFFICER IV,SPECIAL \(11...](#)

Working Title
Public Relations Specialist

Job Type
Full-Time

Vacancies
1

EEO/Census Data Template
N/A

List Type
Regular

Desired Start Date
08/25/2021

Owner
Gearlletha Stevens

Hiring Manager
Gearlletha Stevens

Agency Minimum Salary
\$

HR Analyst
Brandee Lockett

About the Agency
N/A

Agency Maximum Salary
\$

What you'll need to be Successful
N/A

About the Position
N/A

Requisition Start Date (mm/dd/yyyy)
8/25/2021

Preferred Qualifications
N/A

Special Qualifications
N/A

Requisition End Date (mm/dd/yyyy)
9/23/2021

Shift Schedule
Day Shift Only

County/Counties Associated with
Position
HINDS

Time Limited Position

Travel Schedule

er (ETV- Senior
irector)

Old Published

from 05/13/2021 - 12:45 PM to 05/19/2021 - 10:47 AM

last updated at 05/19/2021 - 10:47 AM by
gearlletha.stevens

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MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION IS AN

JOB TITLE: ETV- Senior Producer/ Direct

WORKING TITLE: Videographer

DEPARTMENT: Television

ANNUAL ENTRY SALARY: \$32,970.22

JOB DESCRIPTION:

The position will produce segments and episodes of existing
position is classified as State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or un

A Bachelor's Degree from an accredited four-year college or

Graduation from a standard four-year high school or equival

Graduation from a standard four-year high school or equival



Requisition Detail

Executive Producer (43127) [Open](#)

Requisition Information

Requisition Number	43127	Division	N/A
Department	0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec	ETV-EXECUTIVE PRODUCER (3151)
Working Title	Executive Producer	Job Type	Full-Time
Vacancies	1	EEO/Census Data Template	N/A
List Type	Regular	Desired Start Date	01/27/2021
Owner	Gearlletha Stevens	Hiring Manager	Gearlletha Stevens
Agency Minimum Salary	\$	HR Analyst	Brandee Lockett
About the Agency	N/A	Agency Maximum Salary	\$
What you'll need to be Successful	N/A	About the Position	N/A
Requisition Start Date (mm/dd/yyyy)	N/A	Preferred Qualifications	N/A
Special Qualifications	N/A	Requisition End Date (mm/dd/yyyy)	2/3/2021
Shift Schedule	Day Shift Only	County/Counties Associated with Position	HINDS
Time Limited Position	No	Travel Schedule	None

Positions

[△ ETV-EXECUTIVE PRODUCER...](#)

Comments

Mississippi Public Broadcasting is looking for seasoned producer to fill the position of Executive Producer for our award-winning weekday radio news and public affairs program Mississippi Edition. The program provides an in-depth focus and discussion on local and statewide issues. This position is expected to generate program

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ideas, book guests for interviews, and conduct background research to produce unique, distinctive and outstanding content. The ideal candidate should be a self-starter with excellent writing and organizational skills and capable of working across multiple media platforms. This position is classified as State Service, Exempt. EOE M-F

Authorization Comments
N/A

Attachments

There are no available attachments

Approvals

No Approvals.

3

Channels:

Report date: 01/21/2022
Report time: 13:06:21

From: 02/01/2021 To: 01/31/2022

Flight Performance Report
Page: 19

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	01/30/2021	12:00:00	MTWTFSS	2	14	28	0.00	ThinkRadio
JOB2/ 6-21/ ROS/ 2X DAY/ JAN 30 - FEB 12	02/12/2021	21:59:59						

Thu 02/11/2021 at 18:58:26 ThinkRadio
 Fri 02/12/2021 at 19:29:30 ThinkRadio
 Fri 02/12/2021 at 19:49:00 ThinkRadio

This item appeared 24 times between 02/01/2021 and 01/31/2022.

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	01/21/2021	12:00:00	MTWTFSS	2	14	140	0.00	ThinkRadio
JOB3/ 12-21/ ROS/ 2X DAY/ JAN 21-MARCH 31	03/31/2021	21:59:59						

Audio Device	Clip ID	Type	Title	Length	Available
			Sub-Title		From / To
CART	UNDJOB3	AJ	EX PROD/ 12-21/ ROS/ 2X DAY/ JAN 21-MARCH 31	00:00:15	Thu 01/21/2021
				00:00:15	Wed 03/31/2021

Mon 02/01/2021 at 16:49:03 ThinkRadio
 Tue 02/02/2021 at 12:39:30 ThinkRadio
 Tue 02/02/2021 at 20:18:59 ThinkRadio
 Wed 02/03/2021 at 12:50:59 ThinkRadio
 Wed 02/03/2021 at 14:28:34 ThinkRadio
 Thu 02/04/2021 at 16:29:59 ThinkRadio
 Thu 02/04/2021 at 18:50:04 ThinkRadio
 Thu 02/04/2021 at 19:29:30 ThinkRadio
 Fri 02/05/2021 at 13:31:59 ThinkRadio
 Fri 02/05/2021 at 20:38:13 ThinkRadio
 Sat 02/06/2021 at 13:51:43 ThinkRadio
 Sat 02/06/2021 at 16:39:00 ThinkRadio
 Sun 02/07/2021 at 13:45:40 ThinkRadio
 Sun 02/07/2021 at 14:38:09 ThinkRadio
 Mon 02/08/2021 at 13:50:59 ThinkRadio
 Mon 02/08/2021 at 18:58:26 ThinkRadio
 Tue 02/09/2021 at 18:49:11 ThinkRadio
 Tue 02/09/2021 at 19:20:00 ThinkRadio
 Wed 02/10/2021 at 12:39:29 ThinkRadio
 Wed 02/10/2021 at 13:31:59 ThinkRadio
 Fri 02/12/2021 at 09:45:15 ThinkRadio
 Fri 02/12/2021 at 21:19:00 ThinkRadio
 Sat 02/13/2021 at 13:50:56 ThinkRadio
 Sat 02/13/2021 at 17:18:44 ThinkRadio
 Sun 02/14/2021 at 13:40:50 ThinkRadio
 Sun 02/14/2021 at 17:24:02 ThinkRadio
 Sun 02/14/2021 at 22:59:54 ThinkRadio
 Mon 02/15/2021 at 12:50:59 ThinkRadio
 Mon 02/15/2021 at 19:49:00 ThinkRadio

4

Bobby Wicker

From: Media Match USA <usa-media@media-match.com>
Sent: Thursday, April 1, 2021 11:32 AM
To: Careers
Subject: [EXTERNAL]Your ETV-Broadcast Technician vacancy is now live ...

[sign in](#)



Mississippi Public Broadacasting, your ETV-Broadcast Technician vacancy is now live...

Thank you for using Media Match!

You can view your job listing [HERE](#).

Or search the member directory to find your perfect candidate [HERE](#).

Best wishes,

The Media Match Team
usa-media@media-match.com

Update Your Preferences

Make sure our email alerts can get past your spam filters - simply add usa-media@media-match.com to your address book and you'll be sure to receive the latest news, offers and updates from **Media Match**.

Please note that any email sent to your registered email address from the service is intended for you, the recipient only. Your account is at RISK if you forward these emails.



Requisition Detail

Broadcast Technician (43583) Open

Requisition Information

Requisition Number 43583	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec <u>ETV-BROADCAST TECHNICIAN, LE...</u>
Working Title Broadcast Technician	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular	Desired Start Date 03/03/2021
Owner Gearlletha Stevens	Hiring Manager Gearlletha Stevens
Agency Minimum Salary \$	HR Analyst CLPH 173
About the Agency N/A	Agency Maximum Salary \$
What you'll need to be Successful N/A	About the Position N/A
Requisition Start Date (mm/dd/yyyy) N/A	Preferred Qualifications N/A
Special Qualifications N/A	Requisition End Date (mm/dd/yyyy) 4/2/2021
Shift Schedule Day Shift Only	County/Counties Associated with Position HINDS
Time Limited Position No	Travel Schedule None

Positions

[△ ETV-BROADCAST TECHNICIA...](#)

Comments

This position will serve in various production capacities and will train in one or more technical areas for future advancement. The candidate should demonstrate an aptitude for professional television/video work, with some experience in one or more of the following areas: videography, audio recording, lighting, gripping, editing,

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graphic design, animation, or scriptwriting. The candidate must demonstrate competence in Word and Excel software, a strong work ethic and good attention to detail. This position is classified as State Service, Non-Exempt. EOE M-F

After reviewing the job applicants for our ETV Broadcast Technician-Lead position, we would like to re-post the position in order to attract additional candidates.

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

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Channels:

Report date: 01/21/2022
Report time: 13:06:21

From: 02/01/2021 To: 01/31/2022

Flight Performance Report
Page: 10

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/05/2021	05:00:00	MTWTFSS	2	14	50	0.00	ThinkRadio
JOB7/ 5-21/ ROS/ 2X DAY/ JULY 5-29	07/29/2021	21:59:59						
Sun 07/18/2021 at 08:39:00 ThinkRadio								
Mon 07/19/2021 at 14:39:03 ThinkRadio								
Mon 07/19/2021 at 19:29:30 ThinkRadio								
Tue 07/20/2021 at 19:20:00 ThinkRadio								
Tue 07/20/2021 at 20:38:59 ThinkRadio								
Wed 07/21/2021 at 12:39:29 ThinkRadio								
Wed 07/21/2021 at 14:28:34 ThinkRadio								
Thu 07/22/2021 at 07:20:00 ThinkRadio								
Thu 07/22/2021 at 15:51:25 ThinkRadio								
Fri 07/23/2021 at 13:31:59 ThinkRadio								
Fri 07/23/2021 at 14:28:31 ThinkRadio								
Sat 07/24/2021 at 13:56:45 ThinkRadio								
Sat 07/24/2021 at 14:19:45 ThinkRadio								
Sun 07/25/2021 at 09:57:57 ThinkRadio								
Sun 07/25/2021 at 14:40:57 ThinkRadio								
Mon 07/26/2021 at 15:49:43 ThinkRadio								
Mon 07/26/2021 at 21:19:00 ThinkRadio								
Tue 07/27/2021 at 15:49:19 ThinkRadio								
Tue 07/27/2021 at 20:18:59 ThinkRadio								
Wed 07/28/2021 at 18:45:55 ThinkRadio								
Wed 07/28/2021 at 20:38:13 ThinkRadio								
Thu 07/29/2021 at 12:50:59 ThinkRadio								
Thu 07/29/2021 at 19:20:00 ThinkRadio								

This item appeared 50 times between 02/01/2021 and 01/31/2022.

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/05/2021	12:00:00	MTWTFSS	2	14	50	0.00	ThinkRadio
JOB8/ 5-21/ ROS/ JULY 5-29	07/29/2021	21:59:59						

Audio Device	Clip ID	Type	Title Sub-Title	Length	Available From / To
CART	UNDJOB8	AJ	TECH LEAD/ 5-21/ ROS/ 2X DAY/ JULY 5-29	00:00:15	Mon 07/05/2021
				00:00:15	Thu 07/29/2021

Mon 07/05/2021 at 13:50:59 ThinkRadio
Mon 07/05/2021 at 20:38:13 ThinkRadio
Tue 07/06/2021 at 13:32:00 ThinkRadio
Tue 07/06/2021 at 21:19:00 ThinkRadio
Wed 07/07/2021 at 16:34:00 ThinkRadio
Wed 07/07/2021 at 21:38:57 ThinkRadio
Thu 07/08/2021 at 13:31:59 ThinkRadio
Thu 07/08/2021 at 13:39:29 ThinkRadio
Fri 07/09/2021 at 16:29:59 ThinkRadio



Bobby Wicker

From: David Vanhuizen <application@notification.jobs.facebook.com>
Sent: Friday, January 29, 2021 5:49 PM
To: Careers
Subject: [EXTERNAL]Jobs on Facebook: David Vanhuizen applied for your job "Broadcast Technician, Lead"



Jobs on Facebook

David Vanhuizen applied for your **Broadcast Technician, Lead** job in **Jackson**

David Vanhuizen
Byram



Experience
8 past work experiences submitted

[See Full Application](#)

Don't miss out on a great candidate.
Follow up to find out more about their interest and qualifications.



5

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irector)

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(ETV- Senior Producer



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echnician-lead/



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Old Published
from 05/13/2021 - 12:45 PM to 05/19/2021 - 10:47 AM
last updated at 05/19/2021 - 10:47 AM by
gearlletha.stevens

MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION IS AN

JOB TITLE: ETV- Senior Producer/ Direct

WORKING TITLE: Videographer

DEPARTMENT: Television

ANNUAL ENTRY SALARY: \$32,970.22

JOB DESCRIPTION:

The position will produce segments and episodes of existing
position is classified as State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or un

A Bachelor's Degree from an accredited four-year college or

Graduation from a standard four-year high school or equival

Graduation from a standard four-year high school or equival

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MPB Radio Production Order

Lookup Code:		Client Type:	
Account Manager:	Gearlletha Stevens	Booking Date:	
Start Date:	11/17/2023	End Date:	7/16/2021
Spot Title: ETV-Producer/Director			

Length		Voice		Music	
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Approved by Ryanne Duffie Saucier

6



Requisition Detail

Human Resources Director (46125) Open

Requisition Information

Requisition Number 46125	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec <u>ADMINISTRATOR, DEPUTY (6597)</u>
Working Title Human Resources Director	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular and Promotional	Desired Start Date 07/07/2021
Owner Gearlletha Stevens	Hiring Manager Gearlletha Stevens
Agency Minimum Salary \$	HR Analyst Brandee Lockett
About the Agency N/A	Agency Maximum Salary \$
What you'll need to be Successful N/A	About the Position N/A
Requisition Start Date (mm/dd/yyyy) N/A	Preferred Qualifications N/A
Special Qualifications N/A	Requisition End Date (mm/dd/yyyy) 7/19/2021
Shift Schedule Day Shift Only	County/Counties Associated with Position HINDS
Time Limited Position No	Travel Schedule None

Positions

ADMINISTRATOR, DEPUTY (0...

Comments

The ideal candidate will be experienced in handling a wide range of human resources related duties and will be able to work independently with limited supervision. The ability to interact with staff (at all levels) in a multi-dimensional environment, sometimes under pressure, with a high level of professionalism and confidentiality is

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crucial to this role. Incumbent must have strong written and verbal communication skills as well as strong decision making ability. Duties include management and coordination of the daily operations of the Human Resources Office to include issues relating to classification, compensation, recruitment, selection, performance appraisal, discipline, workforce development, workers compensation, benefits administration, worksite wellness, and the agency's EEO program.

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

86

Channels:

Report date: 01/21/2022
 Report time: 13:06:21

From: 02/01/2021 To: 01/31/2022

Flight Performance Report
 Page: 8

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/28/2021	05:00:00	MTWTFSS	2	14	70	0.00	ThinkRadio
JOB6/ 5-21/ ROS/ 2X DAY/ JULY 28- AUG 31	08/31/2021	21:59:59						
Wed 08/25/2021	at 18:00:00	ThinkRadio						
Thu 08/26/2021	at 13:39:29	ThinkRadio						
Thu 08/26/2021	at 18:47:09	ThinkRadio						
Fri 08/27/2021	at 14:28:31	ThinkRadio						
Fri 08/27/2021	at 20:18:59	ThinkRadio						
Sat 08/28/2021	at 08:06:15	ThinkRadio						
Sun 08/29/2021	at 09:57:57	ThinkRadio						
Sun 08/29/2021	at 10:20:00	ThinkRadio						
Mon 08/30/2021	at 13:39:29	ThinkRadio						
Mon 08/30/2021	at 14:28:34	ThinkRadio						
Tue 08/31/2021	at 16:30:00	ThinkRadio						
Tue 08/31/2021	at 19:29:30	ThinkRadio						

This item appeared 69 times between 02/01/2021 and 01/31/2022.

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/08/2021	05:00:00	MTWTFSS	2	14	26	0.00	ThinkRadio
JOB9/ 5-21/ ROS/ 2X DAY/ JULY 8- 20TH	07/20/2021	20:59:59						

Audio Device	Clip ID	Type	Title Sub-Title	Length	Available From / To
CART	UNDJOB9	AJ	HR DIR/ 5-21/ ROS/ 2X DAY/ JULY 8- 20TH	00:00:15	Thu 07/08/2021
				00:00:15	Tue 07/20/2021

Thu 07/08/2021	at 11:31:49	ThinkRadio
Thu 07/08/2021	at 20:38:13	ThinkRadio
Fri 07/09/2021	at 12:50:59	ThinkRadio
Fri 07/09/2021	at 20:18:59	ThinkRadio
Sat 07/10/2021	at 17:20:37	ThinkRadio
Sat 07/10/2021	at 19:00:00	ThinkRadio
Sun 07/11/2021	at 08:06:00	ThinkRadio
Sun 07/11/2021	at 09:57:57	ThinkRadio
Mon 07/12/2021	at 19:49:00	ThinkRadio
Mon 07/12/2021	at 20:18:59	ThinkRadio
Tue 07/13/2021	at 13:39:30	ThinkRadio
Tue 07/13/2021	at 14:39:06	ThinkRadio
Wed 07/14/2021	at 17:19:00	ThinkRadio
Wed 07/14/2021	at 17:49:00	ThinkRadio
Thu 07/15/2021	at 15:49:02	ThinkRadio
Thu 07/15/2021	at 19:49:00	ThinkRadio
Fri 07/16/2021	at 19:20:00	ThinkRadio
Sat 07/17/2021	at 13:56:45	ThinkRadio
Sat 07/17/2021	at 18:43:57	ThinkRadio
Sun 07/18/2021	at 12:57:45	ThinkRadio

Administrator (Human Resource Director)

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Administrator (Human Resource Director)



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Old Published

from 07/06/2021 - 4:16 PM to 08/19/2021 - 8:54 AM

last updated at 08/19/2021 - 8:54 AM by gearlletha.stevens

DEPARTMENT: Administration (Executive Office)

ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

The ideal candidate will be experienced in handling a wide range of responsibilities in a fast-paced environment, sometimes under pressure, with a high level of project management and coordination of the daily operations of the department. Responsibilities include compensation, benefits administration, worksite wellness, and...

KNOWLEDGE, SKILLS AND ABILITIES:

- Reports to the Executive Director
- Conduct and coordinate trainings
- Serves as a key member of the executive leadership team
- Demonstrated competency in strategic planning and change management
- Helps establish policies to promote positive company culture
- Works with Executive Director and Managers to establish business objectives
- Familiarity with FCC regulations
- Negotiation skills
- Exceptional organizational and communication skills
- Demonstrated delegation and decision-making skills

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or university



Requisition Detail

Broadcast Technician Lead (46055) Open

Requisition Information

Requisition Number 46055	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec ETV-BROADCAST TECHNICIAN, LE...
Working Title Broadcast Technician Lead	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular and Promotional	Desired Start Date 06/29/2021
Owner Gearlletha Stevens	Hiring Manager Gearlletha Stevens
Agency Minimum Salary \$	HR Analyst CLPH 139
About the Agency N/A	Agency Maximum Salary \$
What you'll need to be Successful N/A	About the Position N/A
Requisition Start Date (mm/dd/yyyy) N/A	Preferred Qualifications N/A
Special Qualifications N/A	Requisition End Date (mm/dd/yyyy) 7/15/2021
Shift Schedule Day Shift Only	County/Counties Associated with Position HINDS
Time Limited Position No	Travel Schedule Some day only

Positions

[△ ETV-BROADCAST TECHNICIA...](#)

Comments

Mississippi Public Broadcasting has an immediate opening for the position of Broadcast Technician, Lead. This position monitors the Digital Education Network (DEN) daily. This includes ensuring broadcast transmissions and troubleshooting problems within the network. The DEN is a statewide distance learning

7
system supporting school districts statewide. The incumbent will create, schedule, update, and maintain the DEN course schedule. Data entry, report creation, teacher and student engagement, and school recruitment are essential tasks of this position. In addition, one must possess keen technical abilities and understand the shifting technology ecosystem. This position is responsible for taking the lead on software updates. Additional duties include answering calls and providing customer service to DEN participants and for MPB's e-Learning help desk, handling requests for information and technical assistance. This position is classified as State Service, Exempt. EOE M-F

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

Old Published

from 06/29/2021 - 5:02 PM to 09/30/2021 - 12:43 PM

last updated at 09/30/2021 - 12:43 PM by gearlletha.stevens

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MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION IS AN EQU,

JOB TITLE: ETV- Broadcast Technician, Lead

WORKING TITLE: Distance Learning Program Assista

DEPARTMENT: Education Services

ANNUAL ENTRY SALARY: \$28,230.96

JOB DESCRIPTION:

Mississippi Public Broadcasting has an immediate opening for the problems within the network. The DEN is a statewide distance lea student engagement, and school recruitment are essential tasks of updates. Additional duties include answering calls and providing cu

The preferred candidate must possess strong and effective comm transmission problems and maintain various computer records as Exempt. EOE M-F

MINIMUM REQUIREMENTS:

An Associate's Degree from an accredited two-year college in Elect



MPB Radio Production Order

Lookup Code:		Client Type:	
Account Manager:	Gearlletha Stevens	Booking Date:	
Start Date:	11/17/2023	End Date:	07/29/2021
Spot Title: ETV- Broadcast Technician, Lead			

Length		Voice				Music			
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Approved by Ryanne Duffie Saucier

8

Old Published

from 06/08/2021 - 8:40 AM to 06/28/2021 - 12:00 AM

last updated at 06/08/2021 - 8:41 AM by gearlletha.stevens

II (Director Of Engagement)

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TITLE OF POSITION: Staff Officer II

WORKING TITLE: Director of Audience Engagement

DEPARTMENT: Education Services

ANNUAL ENTRY SALARY: \$50,431.39

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting is seeking a professional to assist a successful candidate must possess the following skills: strong work ethic; adaptable to a changing work environment; and a strong multitasking ability.

ESSENTIAL DUTIES INCLUDE:

- Lead audience engagement team in developing and implementing strategies
- Design, develop and maintain content for programs and services
- Design and facilitate presentations and meetings
- Prepare, process, and maintain various reports
- Establish and nurture partnerships with organizations and community groups

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or university

8



Requisition Detail

Director of Audience Engagement (45632) [Open](#)

Requisition Information

Requisition Number	45632	Division	N/A
Department	0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec	STAFF OFFICER II (2708)
Working Title	Director of Audience Engagement	Job Type	Full-Time
Vacancies	1	EEO/Census Data Template	N/A
List Type	Regular and Promotional	Desired Start Date	06/08/2021
Owner	Gearlletha Stevens	Hiring Manager	Gearlletha Stevens
Agency Minimum Salary	\$	HR Analyst	CLPH 174
About the Agency	N/A	Agency Maximum Salary	\$
What you'll need to be Successful	N/A	About the Position	N/A
Requisition Start Date (mm/dd/yyyy)	N/A	Preferred Qualifications	N/A
Special Qualifications	N/A	Requisition End Date (mm/dd/yyyy)	6/28/2021
Shift Schedule	Day Shift Only	County/Counties Associated with Position	HINDS
Time Limited Position	No	Travel Schedule	None

Positions

[△ STAFF OFFICER II \(0247-000...](#)

Comments

Mississippi Public Broadcasting is seeking a professional to assist the Director of Education Services in the planning, directing and supervision of various activities and projects of the division with a focus on audience building and engagement. The successful candidate must possess the following skills: strong written and oral



communication; think creatively and innovatively about developing projects and services; relationship building; organized; engaging; independent worker; empathetic; adaptable to a changing work environment; and a strong multitasker. Social media savviness, graphic design, and marketing skills a plus. This position is classified as Non-State Service, Exempt. EOE M-F

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.



Channels:

Report date: 01/21/2022
Report time: 13:06:21

From: 02/01/2021 To: 01/31/2022

Flight Performance Report
Page: 6

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	08/26/2021	12:00:00	MTWTFSS	2	14	58	0.00	ThinkRadio
JOB5/ 5-21/ ROS/ 2X DAY/ AUG 26-SEP 23	09/23/2021	20:59:59						
Sun 09/12/2021 at 12:57:45 ThinkRadio								
Sun 09/12/2021 at 13:20:47 ThinkRadio								
Mon 09/13/2021 at 13:39:29 ThinkRadio								
Mon 09/13/2021 at 19:29:30 ThinkRadio								
Tue 09/14/2021 at 18:15:51 ThinkRadio								
Tue 09/14/2021 at 20:39:29 ThinkRadio								
Wed 09/15/2021 at 18:51:03 ThinkRadio								
Wed 09/15/2021 at 18:58:27 ThinkRadio								
Thu 09/16/2021 at 13:31:59 ThinkRadio								
Thu 09/16/2021 at 13:51:00 ThinkRadio								
Fri 09/17/2021 at 14:20:04 ThinkRadio								
Fri 09/17/2021 at 20:18:59 ThinkRadio								
Sat 09/18/2021 at 12:18:14 ThinkRadio								
Sat 09/18/2021 at 18:38:50 ThinkRadio								
Sun 09/19/2021 at 14:22:14 ThinkRadio								
Sun 09/19/2021 at 17:25:12 ThinkRadio								
Mon 09/20/2021 at 13:50:59 ThinkRadio								
Mon 09/20/2021 at 19:49:00 ThinkRadio								
Tue 09/21/2021 at 19:20:00 ThinkRadio								
Wed 09/22/2021 at 18:00:00 ThinkRadio								
Wed 09/22/2021 at 20:38:13 ThinkRadio								
Thu 09/23/2021 at 14:20:04 ThinkRadio								
Thu 09/23/2021 at 22:38:58 ThinkRadio								

This item appeared 57 times between 02/01/2021 and 01/31/2022.

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/28/2021	05:00:00	MTWTFSS	2	14	70	0.00	ThinkRadio
JOB6/ 5-21/ ROS/ 2X DAY/ JULY 28- AUG 31	08/31/2021	21:59:59						

Audio Device	Clip ID	Type	Title Sub-Title	Length	Available From / To
CART	UNDJOB6	AJ	STAFF OFC/ 5-21/ ROS/ 2X DAY/ JULY 28- AUG 31	00:00:15	Wed 07/28/2021
				00:00:15	Tue 08/31/2021

Wed 07/28/2021 at 12:39:29 ThinkRadio					
Wed 07/28/2021 at 14:28:34 ThinkRadio					
Thu 07/29/2021 at 13:39:29 ThinkRadio					
Thu 07/29/2021 at 14:48:29 ThinkRadio					
Fri 07/30/2021 at 13:39:29 ThinkRadio					
Fri 07/30/2021 at 16:29:59 ThinkRadio					
Sat 07/31/2021 at 11:19:15 ThinkRadio					
Sat 07/31/2021 at 14:27:15 ThinkRadio					
Sun 08/01/2021 at 07:06:15 ThinkRadio					

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Studio Technician (ETV-Project Technician)

DEPARTMENT: Television

ANNUAL ENTRY SALARY: \$32,233.85

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting is looking for a Studio Technician in our Television Department. This position will maintain video quality on live and live-to-tape productions, including shading/color correction; maintain field and studio cameras to other production equipment, keeping all well organized and in good repair; coordinate all needed equipment repairs with MPB Technical Services or with outside vendors; maintain overall TV Department equipment inventory (including non-production) equipment as required by State; serve in other production capacities as required.

This is a full-time position that is eligible for full benefits including excellent medical, dental and vision, ten paid holidays and a 401(a) retirement plan. This position is classified as State Service, Non-Exempt. EOE M-F

MINIMUM REQUIREMENTS:

Education:

An Associate Degree from an accredited two-year college in Electronics or a directly related field;

AND

Experience:

Four (4) years of experience in work directly related to the described duties;

Substitution Statement:

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma), directly related education, and directly related experience may be substituted on an equal basis.

Special Work Requirements:

Must be able to work varying shifts all hours of the day and night. May be called to work for extended periods during emergencies or special needs.

HOW TO APPLY:

- Applicants may submit an application to careers@mpbonline.org.

Closing Date: October 15, 2021

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211



Requisition Detail

Studio Technician (48503) [Open](#)

Requisition Information

Requisition Number	48503	Division	N/A
Department	0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec	ETV-PROJECT TECHNICIAN (3194)
Working Title	Studio Technician	Job Type	Full-Time
Vacancies	1	EEO/Census Data Template	N/A
List Type	Regular	Desired Start Date	10/12/2021
Owner	ELIZABETH WANN	Hiring Manager	ELIZABETH WANN
Agency Minimum Salary	\$	HR Analyst	CLPH 139
About the Agency	N/A	Agency Maximum Salary	\$
What you'll need to be Successful	N/A	About the Position	N/A
Requisition Start Date (mm/dd/yyyy)	10/12/2021	Preferred Qualifications	N/A
Special Qualifications	N/A	Requisition End Date (mm/dd/yyyy)	10/16/2021
Shift Schedule	Day or Evening Shift	County/Counties Associated with Position	HINDS
Time Limited Position	No	Travel Schedule	Some day only

Comments

This position reports to the TV Department Head at Mississippi Public Broadcasting. This position will maintain video quality on live and live-to-tape productions, maintain field and studio cameras, coordinate all needed equipment repairs, and maintain overall TV Department equipment inventory. Applicants

Positions

[△ ETV-PROJECT TECHNICIAN \(...\)](#)

9

should be knowledgeable and proficient with production equipment including cameras, lighting and grip, and audio recording. Applicants should also be familiar with video switcher systems and graphic processors for TV production, studio and field video and audio workflow for equipment interconnection, video streaming systems, teleprompter systems for studio and field TV production, and video color correction and hardware for live productions.

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.



Studio Technician



by **Beth Ann Wann** • Published on October 12, 2021 • Last modified on October 20, 2021 • 0 Comments



Mississippi Public Broadcasting

CAREERS

CAREERS

TITLE OF POSITION: Studio Technician

DEPARTMENT: Television

ANNUAL ENTRY SALARY: \$32,233.85

RESPONSIBILITIES:

- Maintains video quality on live and live-to-tape productions, including shading/color correction.
- Maintains field and studio cameras and other production equipment, keeping all well organized and in good repair.
- Coordinates all needed equipment repairs with MPB Technical Services or with outside vendors.
- Maintains overall TV department equipment inventory (including non-production) equipment as required by State.
- Serves in other production capacities as required.

This position is classified as State Service, Exempt. EOE

MINIMUM REQUIREMENTS:

Education:

An Associate Degree from an accredited two-year college in Electronics or a directly related field;

AND

Experience:

Four (4) years of experience in work directly related to the described duties;

Substitution Statement:

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma), directly related education, and directly related experience may be substituted on an equal basis.

Special Work Requirements:

Must be able to work varying shifts all hours of the day and night. May be called to work for extended periods during emergencies or special needs.

Preferred Proficiencies and Knowledge:

- All of agency's cameras, lighting and grippery, audio recording, and other production equipment.
- Video switcher systems and graphic processors for TV production.
- Studio and field production video and audio workflow for equipment interconnection.
- Video streaming systems.
- Teleprompter Systems for Studio and Field TV production.
- Video color correction software and hardware for live productions.

HOW TO APPLY:

- Applications can be submitted online via www.mspsb.org. Read instructions thoroughly to apply for job opening.
- Applicants may submit [State of Mississippi Application](#) to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211. Applications must be signed, either digitally or manually, to be considered.

Closing Date: October 15, 2021

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ALSO ON MISSISSIPPI PUBLIC BROADCASTING

2 years ago · 1 comment
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2 years ago · 1 comment
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6 months ago · 1 comment
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a year ago · 13 comments
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Mississippi Public Broadcasting

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3825 Ridgewood Road
Jackson, Mississippi 39211

10

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Director of Communications (Office Director I)

DEPARTMENT: Administration

ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

The ideal candidate will be experienced in handling a wide range of duties and will be able to work independently with limited supervision. The ability to interact with staff (at all levels) in a multi-dimensional environment, sometimes under pressure, with a high level of professionalism and confidentiality is crucial to this role. Incumbent must have strong written and verbal communication skills as well as strong decision making ability. Duties include management and coordination of the daily operations of the Communications/Public Relations Department to include issues relating to communications, preparation of press releases and materials for publication, marketing and promotion plans, graphic design, coordination of special events, social media platforms, and maintenance of the agency's website.

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or university (AND) Seven (7) years in the special experience defined below, five (5) years of which must have included line or functional administrative or advanced technical supervision. (OR) A Bachelor's Degree from an accredited four-year college or university; (AND) Eight (8) years in the special experience defined below, five (5) years of which must have included line or functional administrative or advanced technical supervision.

SPECIAL EXPERIENCE:

Employment must have been in an administrative, professional capacity in an area of work related to the functional responsibility of the office in which the position exists. In those offices where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the office, the incumbent must be registered and experienced in that profession. This position is classified as Non-State Service. Resumes not accepted in lieu of applications. EOE M-F

HOW TO APPLY:

- Applicants may submit a resume and/or application to careers@mpbonline.org.

Closing Date: Open Until Filled

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

Channels:

Report date: 01/21/2022
 Report time: 13:06:21

From: 02/01/2021 To: 01/31/2022

Flight Performance Report
 Page: 9

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/08/2021	05:00:00	MTWTFSS	2	14	26	0.00	ThinkRadio
JOB9/ 5-21/ ROS/ 2X DAY/ JULY 8- 20TH	07/20/2021	20:59:59						
Sun 07/18/2021	at 13:43:02	ThinkRadio						
Mon 07/19/2021	at 19:20:00	ThinkRadio						
Mon 07/19/2021	at 20:38:13	ThinkRadio						
Tue 07/20/2021	at 19:29:30	ThinkRadio						
Tue 07/20/2021	at 20:18:59	ThinkRadio						

This item appeared 25 times between 02/01/2021 and 01/31/2022.

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	07/05/2021	05:00:00	MTWTFSS	2	14	50	0.00	ThinkRadio
JOB7/ 5-21/ ROS/ 2X DAY/ JULY 5-29	07/29/2021	21:59:59						

Audio Device	Clip ID	Type	Title Sub-Title	Length	Available From / To
CART	UNDJOB7	AJ	PR MNGR/ 5-21/ ROS/ 2X DAY/ JULY 5-29	00:00:15	Mon 07/05/2021
				00:00:15	Thu 07/29/2021

Mon 07/05/2021	at 14:28:34	ThinkRadio
Mon 07/05/2021	at 21:19:00	ThinkRadio
Tue 07/06/2021	at 13:39:30	ThinkRadio
Tue 07/06/2021	at 14:20:05	ThinkRadio
Wed 07/07/2021	at 13:50:59	ThinkRadio
Wed 07/07/2021	at 14:41:14	ThinkRadio
Thu 07/08/2021	at 16:29:59	ThinkRadio
Thu 07/08/2021	at 18:14:29	ThinkRadio
Fri 07/09/2021	at 12:39:29	ThinkRadio
Fri 07/09/2021	at 18:41:28	ThinkRadio
Sat 07/10/2021	at 08:06:15	ThinkRadio
Sat 07/10/2021	at 09:58:27	ThinkRadio
Sun 07/11/2021	at 07:18:00	ThinkRadio
Sun 07/11/2021	at 18:58:45	ThinkRadio
Mon 07/12/2021	at 18:58:26	ThinkRadio
Mon 07/12/2021	at 19:29:30	ThinkRadio
Tue 07/13/2021	at 14:28:35	ThinkRadio
Tue 07/13/2021	at 20:18:59	ThinkRadio
Wed 07/14/2021	at 18:58:27	ThinkRadio
Wed 07/14/2021	at 20:38:13	ThinkRadio
Thu 07/15/2021	at 16:19:00	ThinkRadio
Thu 07/15/2021	at 20:18:59	ThinkRadio
Fri 07/16/2021	at 15:49:32	ThinkRadio
Fri 07/16/2021	at 19:29:30	ThinkRadio
Sat 07/17/2021	at 17:21:07	ThinkRadio
Sat 07/17/2021	at 19:00:00	ThinkRadio
Sun 07/18/2021	at 07:39:00	ThinkRadio

10



Requisition Detail

Public Relations Manager (46054) [Open](#)

Requisition Information

Requisition Number 46054	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec OFFICE DIRECTOR I (4327)
Working Title Public Relations Manager	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular	Desired Start Date 06/29/2021
Owner Gearlletha Stevens	Hiring Manager Gearlletha Stevens
Agency Minimum Salary \$	HR Analyst CLPH 139
About the Agency N/A	Agency Maximum Salary \$
What you'll need to be Successful N/A	About the Position N/A
Requisition Start Date (mm/dd/yyyy) N/A	Preferred Qualifications N/A
Special Qualifications N/A	Requisition End Date (mm/dd/yyyy) 7/29/2021
Shift Schedule Day Shift Only	County/Counties Associated with Position HINDS
Time Limited Position No	Travel Schedule None

Positions

[△ OFFICE DIRECTOR I \(0247-00...](#)

Comments

****BELOW ENTRY** \$50,431.39 Mississippi Public Broadcasting is seeking an experienced public relations professional to oversee and assist in the development of public relations projects for the agency. Candidates should have solid, proven experience and competency in developing and measuring a variety of successful public**

relations and communications campaigns and programs using industry best practices and tactics. This position is classified as Non-State Service, Exempt. EOE M-F

Although this position has been advertised previously as Req#44805 within the last 120 days, no one met the agency qualifications and additional candidates are needed. Therefore, MPB request to re-advertise this position due to a pool of inadequate applications.

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

60

From: billing-noreply@linkedin.com
To: [Beth Ann Wann](#)
Subject: Your LinkedIn Order 6939336453
Date: Friday, October 22, 2021 3:34:57 AM

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Date: 10/22/2021
Order Total: \$52.49
Payment Method: VISA....9080
Receipt #: 1672683953

Item	Description	Qty	Rate	Price
1	Job Views <ul style="list-style-type: none"> • Job Title: Public Relations Director • Mississippi Public Broadcasting - Jackson, Mississippi, United States • Job Id: 2742709592 • From October 7, 2021 To October 21, 2021 			\$52.49

Total Purchases:	\$52.49
Sales Tax (0%):	\$0.00
Order Total:	\$52.49
Payment:	-\$52.49
Balance:	\$0.00

Notes: ¹ This order is tax exempt. Exemption document number L0977215040
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This email was intended for Beth Ann Wann (Human Resources Director at Mississippi Public Broadcasting).
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TITLE OF POSITION: Public Relations Manager (Off
DEPARTMENT: Communications
ANNUAL ENTRY SALARY: \$50,431.39

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting is seeking an experienced public
developing and measuring a variety of successful public relation.

ESSENTIAL DUTIES INCLUDE:

- Develop and implement promotional campaigns; cultivate promotional materials and newsletters and presentations; p monthly programming guide; serve as spokesperson for the assigned by the communications director.
- Experience with graphic design and email marketing softwar

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or unive

A Bachelor's Degree from an accredited four-year college or uni

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Procurement & Accounts Payable Specialist (Branch Director II)

DEPARTMENT: Business Services

ANNUAL ENTRY SALARY: \$40,543.60

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting has an immediate opening for a Procurement and Accounts Payable Specialist. Duties include accounts payable functions, entering purchase orders, purchasing, maintaining financial records, accounts receivable functions, and assisting Accounting Bureau with special projects. This position is classified as Non-State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

Potential applicants must have a minimum of three (3) years' state purchasing experience.

HOW TO APPLY:

Applicants may submit a resume and/or application to careers@mpbonline.org.

Closing Date: November 19, 2021

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Public Relations Director (Branch Director II)

DEPARTMENT: Communications

ANNUAL ENTRY SALARY: \$40,543.60 - \$50,679.50

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting is seeking an experienced public relations professional to oversee and assist in the development of public relations strategy for the agency. Candidates should have solid, proven experience and competency in developing and measuring a variety of successful public relations and communications campaigns and programs using industry best practices and tactics.

This is a full-time position that is eligible for full benefits including excellent medical, dental and vision, ten paid holidays and a 401(a) retirement plan. This position is classified as Non-State Service, Exempt. EOE M-F

ESSENTIAL DUTIES INCLUDE:

Develop and implement promotional campaigns; cultivate and maintain positive relationships with internal and external publics; seek and manage partnerships with agencies and organizations; write copy for news releases, reports, promotional materials and newsletters and presentations; plan and oversee some MPB community engagement events; supervise public relations specialist; manage media inquiries and interview requests; coordinate the production of the monthly programming guide; serve as spokesperson for the agency; maintain brand guidelines and maximize brand awareness; develop KPIs and set up data monitoring and analytics; promote and protect MPB brand; fulfill other duties as assigned by the communications director. Experience with graphic design and email marketing software is a plus.

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university;

AND

Six (6) years of experience in the special experience defined below, one (1) year of which must have included line or functional administrative or advanced technical supervision.

OR

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma);

AND

Ten (10) years of experience in the special experience defined below, one (1) year of which must have included line or functional administrative or advanced technical supervision.

SUBSTITUTION STATEMENT:

Related education and directly related special experience as defined above may be substituted on an equal basis, except there shall be no substitutions for the required one (1) year of experience which must have included line functional administrative or advanced technical supervision.

HOW TO APPLY:

- Applicants may submit an application to careers@mpbonline.org.

Closing Date: Open Until Filled

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211



Requisition Detail

Education Outreach Coordinator (48385) [Open](#)

Requisition Information

Requisition Number	48385	Division	N/A
Department	0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec	BRANCH DIRECTOR II (2153)
Working Title	Education Outreach Coordinator	Job Type	Full-Time
Vacancies	1	EEO/Census Data Template	N/A
List Type	Regular and Promotional	Desired Start Date	10/04/2021
Owner	Gearlletha Stevens	Hiring Manager	Gearlletha Stevens, ELIZABETH WANN
Agency Minimum Salary	\$	HR Analyst	CLPH 174
About the Agency	N/A	Agency Maximum Salary	\$
What you'll need to be Successful	N/A	About the Position	N/A
Requisition Start Date (mm/dd/yyyy)	10/4/2021	Preferred Qualifications	N/A
Special Qualifications	N/A	Requisition End Date (mm/dd/yyyy)	10/25/2021
Shift Schedule	Day Shift Only	County/Counties Associated with Position	HINDS
Time Limited Position	No	Travel Schedule	Some day only

Positions

[△ BRANCH DIRECTOR II \(0247-...](#)

Comments

The Education Outreach Coordinator will work with the Manager of Early Childhood & Education Enrichment to develop, administer, and monitor outreach activities, along with maintaining data and compiling reports, for the Early Childhood Branch of the Education Services

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Division of Mississippi Public Broadcasting. The successful candidate will also maintain a presence in the state for outreach education in early childhood development and also collaboratively organize, plan, and implement professional development workshops, field trips, presentations, and special recognition ceremonies relating to early childhood. This position is classified as State Service, Exempt. EOE M-F

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

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Education Specialist



by **Beth Ann Wann** • Published on October 6, 2021 • 0 Comments



Mississippi Public Broadcasting

CAREERS

CAREERS

TITLE OF POSITION: Branch Director II

WORKING TITLE: Education Specialist

DEPARTMENT: Education

ANNUAL SALARY: \$40,543.60

JOB DUTIES INCLUDE:

The Education Specialist will work with the Manager of Early Childhood & Education Enrichment to develop, administer, and monitor outreach activities, along with maintaining data and compiling reports, for the Early Childhood Branch of the Education Services Division of Mississippi Public Broadcasting. The successful candidate will also maintain a presence in the state for outreach education in early childhood development and collaboratively organize, plan, and implement professional development workshops, field trips, presentations, and special recognition ceremonies relating to early childhood. This position is classified as State Service, Exempt. EOE M-F

ESSENTIAL DUTIES INCLUDE:

- Maintain a presence in the community and state for outreach education in early childhood development.
- Coordinate, plan, and implement the agency's, initiatives, programs, and events
- Facilitate, plan and monitor both parent and teacher trainings through PBS and local grants
- Compose monthly activity reports pertaining to all early childhood projects
- Collaboratively organize, plan, and implement workshops, presentations and special recognition ceremonies relating to early childhood
- Engage in community coalition building by establishing and developing a network of community organizations

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or university; (AND) Five (5) years of experience in the special experience defined below, one (1) year of which must have included line or functional administrative or advanced technical supervision.

(OR)

A Bachelor's Degree from an accredited four-year college or university; (AND) Six (6) years of experience in the special experience defined below, one (1) year of which must have included line or functional administrative or advanced technical supervision.

(OR)

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma), (AND) Ten (10) years of experience in the special experience defined below, one (1) year of which must have included line or functional administrative or advanced technical supervision.

SPECIAL EXPERIENCE:

Employment must have been in an administrative, professional capacity in an area of work related to the functional responsibility of the branch in which the position exists. In those branches where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the branch, the incumbent may also be required to be registered and experienced in that profession. Work experience must have included supervising and coordinating a variety of functions.

2 SUBSTITUTION STATEMENT:

Related education and directly related special experience as defined above may be substituted on an equal basis, except there shall be no substitutions for the required one (1) year of experience which must have included line functional administrative or advanced technical supervision.

PREFERRED EXPERIENCE:

Licensure in teaching with the state of Mississippi is preferred.

HOW TO APPLY:

- Applications can be submitted online via www.msbp.ms.gov. Read instructions thoroughly to apply for job opening.
- Applicants may submit [State of Mississippi Application](#) to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211. Applications must be signed, either digitally or manually, to be considered.

Closing Date: October 25, 2021

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Sad

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Requisition Detail

Education Specialist (49674) Open

Requisition Information

Requisition Number 49674	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec EDUC-SPECIALIST (1870)
Working Title Education Specialist	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular	Desired Start Date 11/24/2021
Owner ELIZABETH WANN	Hiring Manager ELIZABETH WANN
Agency Minimum Salary \$	HR Analyst CLPH 174
About the Agency N/A	Agency Maximum Salary \$
What you'll need to be Successful N/A	About the Position N/A
Requisition Start Date (mm/dd/yyyy) 11/24/2021	Preferred Qualifications N/A
Special Qualifications N/A	Requisition End Date (mm/dd/yyyy) 12/1/2021
Shift Schedule Day Shift Only	County/Counties Associated with Position HINDS
Time Limited Position No	Travel Schedule Some overnight

Positions

[△ EDUC-SPECIALIST \(0247-000...](#)

Comments

The Education Specialist will work with the Early Childhood Division Manager to develop, administer, and monitor outreach activities, along with maintaining data and compiling reports for the Early Childhood Division of the Education Department of Mississippi Public Broadcasting. Strong written and verbal communication

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skills are necessary to fulfill the requirements of this position. The successful candidate will help to maintain a presence in the state for outreach education in early childhood development and collaboratively organize, plan, and implement professional development workshops, field trips, presentations and other programs relating to early childhood. An experienced and certified early childhood educator is preferred. Some travel, overnight stays and weekend work are required. This position is classified as State Service, Exempt. EOE M-F

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.