



Adrian College

Student Employer: Adrian College - 110 S. Madison St. Adrian MI 49221

Department: Communication/ RUSH BROADCASTING

Supervisor: Dr. Shehan - sshehan@adrian.edu

Job Title: **Student Worker:** Station Manager/Music Director

Location: Radio Station, at Rush Hall WVAC, 107.9 FM

Purpose of Position: To assist with managing and leading WVAC and its staff.

Beginning and End Date: 2024-2025 Academic Year

Job Description:

This person will have a hand in all WVAC, 107.9 FM activities and departments. They will also be in charge with the assistance of Dr. Shehan to create and organize the station playlist of all programming. They will also purchase, format, title, log, and enter all new music obtained by the station.

- Create the agenda for the Weekly Mandatory staff meeting
- Monitor station activities.
- Manage all staff activities with Dr. Shehan
- Program Station content
- Help train staff
- Help of COMM 109 radio shows

Rate of Pay: This is a part time student employment position at \$10.33 for hours worked.

Hours: Up to 8 hours per week unless otherwise approved.

Required Job Skills: The main skills are to be responsible, extremely organized and have a good work ethic. You should also be able to work well with people and not be afraid to be a leader.

Remarks: WVAC, 107.9 FM is a REAL radio station which broadcasts to Lenawee county and streams through LIVE365. So, the work you will do is very important.