

Class Concept

This is professional level work in independently producing and directing moderately complex programs or program series; or directing and serving as an associate producer in large, complex, and diversified programs or program series. These positions are located throughout state government and universities. Employees in this class will either independently coordinate pre-production, production, and postproduction activities for projects which characteristically range from simple to moderate in complexity; or independently coordinate segments of large production endeavors and direct all production or postproduction activities. Work may include other related work as determined by management. Work assignments include conceptualizing, producing, and directing programs. Employees are responsible for planning all pre-production logistics, directing all program activities and overseeing the editing and postproduction work. Employees may alter production approach and establish realistic time frames to meet department objectives. Employees also serve as an associate producer which includes assisting in content research, program approach modification, and a sophisticated coordinative role in planning a multitude of resources and activities to occur in a systematic and logical manner. Analyzing the program format and approach enables a Director to manipulate technical equipment and maneuver technical staff and talent to capture the program on the medium of television. Each production requires varying degrees of each element of producing and directing with the larger productions requiring more attention to detail. Work requires a complete understanding of television production methods and techniques associated with the planning and execution of television programs.

Recruitment Standards

Knowledge, Skills, and Abilities

- Considerable knowledge of the techniques, practices, and methods associated with organizing, developing, producing and directing television programs.
- Considerable knowledge of the capabilities and use of television equipment.
- Ability to arrange and present predetermined production ideas in the medium of television.
- Ability to maintain a working relationship with production staff, faculty, talent, and clients. □
Ability to make creative judgments in directing production efforts for television.

Minimum Education and Experience

Bachelor's degree in public relations, broadcasting, emerging media, radio, television production, or related field from an appropriately accredited institution and one year of related experience; or equivalent combination of education and experience.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.