

KCSU Broadcast Engineer Application

TO: KCSU-FM Management Applicants

FROM: Asher Korn, Station Manager
Hannah Copeland, General Manager

SUBJECT: KCSU Student Management Team Application Process

The mission of KCSU is to train students to collaboratively operate a radio station that delivers and creates content that informs and inspires our listeners.

Thank you for your interest in KCSU-FM for the **2020/21 school year!** Please don't hesitate to make an appointment with either Hannah Copeland, or myself, Asher Korn, if you have any questions about the job description or any other matter.

The broadcast engineer works for a 30-week period for **10-hours** a week for minimum wage. All student management team applicants must be full-time (twelve or more undergraduate hours or six or more graduate hours per semester), degree-seeking, fee-paying Colorado State University students in good academic standing.

Please fill out all the required forms and return in a PDF document to station@kcsufm.com. All student management team members are expected to voluntarily train with their predecessor a minimum of 2-hours each week after they are hired.

Your application is **due by Tuesday, December 1st by 5pm**. When you email in your application, include all the times you are available for a **remote 1-hour interview between December 2th-4th. KCSU-FM is an equal opportunity employer.**

Your application should include:

- 1. One-page cover letter to:**
Asher Korn
KCSU Station Manager
1101 Center Ave Mall, Suite 118
Lory Student Center
Colorado State University
Fort Collins, CO 80523
- 2. Completed application form**
- 3. Personal Resume**



Date _____

Name _____

Address _____

Phone Number (____) _____ CSU ID Number _____

Alternative Phone Number (____) _____

E-mail _____

Year in school during the 2020-2021 academic year _____

How many credits will you be taking while you work here? _____

Approximate GPA _____

Major _____

Indicate Position(s) Desired _____

Date available for employment? _____ Planned graduation date? _____

Additional
Comments _____

Applicant's physical or
e-signature _____

Broadcast Engineer

Read through and become familiar with these questions. You will be asked these questions during your interview. There is no need to provide a written response, though you are permitted and invited to bring notes and visual/audio aids during your interview. Use these questions and the job description to prepare you for the interview. Remember, though this position is titled broadcast engineer, your responsibilities are to manage equipment and technology for the whole station, even beyond broadcast technology.

1. Why do you want to be the KCSU Broadcast Engineer?
2. What is your vision of KCSU, and how does the broadcast engineer tie into that vision?
3. What experience do you have that will help you in this position? Describe hardware, software, and communication skills regarding dealing with people and technical problems.
4. The broadcast engineer will make some purchases for the station as delegated by the general manager. Describe your process when buying new products. Keep in mind these products are likely being used by many people at KCSU.
5. How do you plan to manage the time commitment of this position?
6. More than 50 people are sharing equipment at KCSU. It's essential equipment stays organized so those who need it can find it. Talk about your organizational skills.
7. How have you previously handled a significant tech related issue in your life? If you haven't had a significant tech issue, describe your method for diagnosing an issue.
8. KCSU constantly upgrades our hardware and software. How have you previously shown your ability to learn and teach others about new topics in your field?
9. Due to COVID-19, some of the roles and responsibilities for the engineer have shifted toward a socially distant format. Some of these changes have included organizing remote content opportunities for volunteers at the station, checking out and disinfecting equipment, and managing tech issues remotely. Can you talk about your flexibility and adaptation skills?
10. A lot of engineering work here requires patience, and sometimes reading very dull manuals. Talk about your patience level as a person and your ability to critically think through technical challenges.

11. A large part of the engineer role is to communicate clearly and act quickly, regardless of time or day. Can you talk about your communication skills and responsiveness to urgent situations?
12. Beyond just fixing a technical problem, you must fix it in a way that serves your customers: all the staff and volunteers at KCSU. Can you talk about your experience in customer service? ie) What steps might you take to make sure that a problem is not only solved, but solved and will work for all users.
13. Do you own a radio? Well, a lot of students don't. What creative steps will you take to keep students engaged with KCSU content?
14. Would you be open to another position outside of this department at KCSU? (This is unusual but we always like to check.)