

KCSU Production Director Application

TO: KCSU-FM Management Applicants
FROM: Brynn McCall, Station 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 **2021/22 school year!** Please don't hesitate to make an appointment with myself, Brynn McCall, if you have any questions about the job description or any other matter.

The production director works for a 30-week period for **12-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 (2.0 GPA or higher).

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.

Applications are open until hired and due ASAP. When you email in your application, include all the times you are available for a **1-hour interview during your weekly schedule**. Interviews will be conducted remotely. **KCSU-FM is an equal opportunity employer.**

Your application should include:

1. One-page cover letter to:

Brynn McCall
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

4. (Optional) Any relevant produced audio files or portfolio material



Date _____

Name _____

Address _____

Phone Number (____) _____ CSU ID Number _____

Alternative Phone Number (____) _____

E-mail _____

Year in school during the 2021-2022 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 _____

Production Director Interview Questions

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 to bring notes and visual/audio aids during your interview. Use these questions and the job description to prepare you for the interview.

1. Why do you want to be the production director at KCSU?
2. What types of broadcast radio do you listen to?
3. What types of podcasts and non-broadcast content do you listen to?
4. Do you have any experience mixing/editing music or audio? Do you have any other production experience that may be relevant towards this position?
5. More specifically, can you talk about your experience in Audition, Zetta, and G-Selector?
6. Talk about your familiarity with FCC broadcast regulations and how that related to the production department.
7. The production director oversees all KCSU audio quality so it sounds universally professional and adheres to our image. Talk about the way in which you will ensure this.
8. Describe your organization and workflow.
9. What do you feel KCSU's on-air production lacks? Using specific examples, describe how KCSU can improve the production department next year.
10. We recently decided to add an imaging category in our automation system which showcases KCSU's unique "personality." What do you think KCSU should showcase in that category on our airwaves?
11. If you submitted work for this position, please tell us about your work.
12. 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?
13. Would you be open to another position outside of this department at KCSU? (This is unusual but we always like to check.)