



CiTR 101.9 FM & Discorder Magazine

LL 500 - 6133 University Blvd. Vancouver, B.C. V6T 1Z1

604.822.1242 citr.ca discorder.ca

CiTR is hiring a Programming Manager

CiTR 101.9 FM is the broadcasting voice of the University of British Columbia, situated on the unceded, traditional Coast Salish territory of the Hən̓q̓əmiñəm̓ speaking Musqueam people. CiTR began as a student club in 1937, gaining not-for-profit status and a place on the FM dial in 1982. CiTR offers students and community members a variety of services which include broadcast and multimedia training, promotional support, live on location coverage of events and much more. CiTR also provides the Lower Mainland unique and alternative coverage of municipal current affairs, providing a platform for underrepresented peoples, opinions and stories not heard through mainstream media outlets. CiTR is a learning institution, and strives to provide training and professional experience through employment.

CiTR is looking for a Programming Manager to play a leadership role in the on-air voice and direction of the organization, oversee all on-air programming, support CiTR's 90+ radio show hosts, and develop policies and initiatives that further CiTR's mandate.

Tasks and Responsibilities:

- Coordinating the programming of CiTR Radio in accordance with our programming philosophy and CRTC and SOCAN regulations
- Monitor the performance and needs of CiTR's onair programmers
- Work with the station leadership to create, update and implement a vision for CiTR's on-air programming
- Work with CiTR staff to support CiTR's programmers, deliver our onair training program, build skills among our membership, improve quality and develop our radio programming
- Support the technical needs of CiTR members, including troubleshooting equipment and planning improvements and upgrades to CiTR's technical systems in collaboration with CiTR's engineering and technical staff
- Coordinate special programming and live broadcasting initiatives on campus and in the community
- Represent CiTR's programming department on issues of policy, regulation, copyright, and all other issues that affect programming at CiTR
- Contribute to all station wide initiatives and events, such as the Victory Square Block Party and our annual fundraising drive
- Organize and oversee strategic planning and evaluation within the programming department, and collaborate with the Board of Directors, Student Executive, and Staff to plan and evaluate the station as a whole

Qualifications:

The ideal candidate will have:

- A passion for independent media and a desire to work in an open and collaborative environment
- Capacity to build relationships, manage large projects, and engage a volunteer base
- Proficiency and experience with radio broadcasting, broadcast equipment and related technology.
- Experience with and an interest in working with underrepresented populations.
- Excellent analytical, interpersonal, and communication skills (oral and written)



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- Ability to manage conflict and interpersonal issues
- Strong critical thinking and problem solving skills
- Commitment to developing ongoing professional knowledge and skills

Additional training will be provided to the right candidate.

Working conditions & compensation:

Hours: 35 hours/week. There is some flexibility in creating your own schedule, and an option to work from home if needed.

Salary: \$38,220.00 plus benefits

The Program Manager will be hired on a one year contract, with an option to renew if both parties consent. There will be a three month probationary period at the commencement of the position.

EMPLOYMENT EQUITY:

CiTR/Discorder is an equal opportunity employer and employs staff without regard to race, ancestry, place of origin, colour, ethnic origin, language, citizenship, creed, religion, gender, sexual orientation, age, marital status, physical and/or mental ability or financial ability. We encourage underrepresented groups to apply.

To apply, forward a resume, cover letter, and two-three examples of radio or podcast work to Ana Rose Carrico, Station Manager, at stationmanager@citr.ca. Applications are due Friday, July 24, 2020 with interviews being conducted from July 27-29 and an estimated start date of August 3rd. Only successful applicants will be contacted.