

# TITAN TV EXECUTIVE BOARD

## 2017-2018 Hiring Announcement

### Promotions Director



**Primary Responsibility:** The promotions director is responsible for building and maintaining the Titan TV brand by working with other executive board members and producers.

#### Tasks

- Organize the design and distribution of all promotional materials for the station
- Assist producers with show promotion if needed
- Update logos, slogans, and the Titan TV brand as needed
- Provide logos and marketing guidelines to producers
- Work with Reeve Memorial Union to promote Titan TV, including Campus Vision
- Oversee the creation of new Titan TV station promos each semester
- Reach out to campus organizations and departments that compliment Titan TV, e.g. Journalism, English/Creative Writing, Theater, Advance- Titan, etc.
- Promote and assist with events organized by the Sports and News Director, and Producers
- Manage social media sites (Facebook, Twitter, Youtube, etc) and maintain the TTV website
- Perform at least two posted weekly office hours within West A/C
- Other duties as assigned by constitution, executive board, or advisor

**Pay Rate:** \$650/year (Stipend)

#### General Executive Board Requirements

- Able to serve entire 2017-2018 Academic year (June 2017-May 2018)
- Maintain at least 6 credits (half time) during each semester of the academic year
- Maintain a 2.5 GPA
- Serve on no more than 2 UWO Executive Boards (including this appointment)
- Good standing with Titan TV and University of Wisconsin Oshkosh

**How to apply:** Application and official job postings can be found on the Titan TV website ([www.uwosh.edu/titantv](http://www.uwosh.edu/titantv)) under the resources tab.

Send completed application, cover letter, and resume *electronically* to Director of Television Services, Justine Stokes.

Cover Letter should include the following: why you are applying for the position, why you are qualified, and an overview of what you would do in the position if hired. Resume should be current and include the following information: relevant experience with Titan TV and other student media organizations, internships, work experience, relevant class work, and skills.

**Applications are due by email to [stokesj@uwosh.edu](mailto:stokesj@uwosh.edu) on April 9th, 2017 by 11:59pm.** Applicants must be available for interview if requested by the Search and Screen Committee on Tuesday, April 11<sup>th</sup> between 5:00-7:00pm.