Tuesday Tidbits  August 22, 2017

1. **WUSM Positions Available**
2. **Internship Information Session- August 17th**
3. **WTOK Job Postings**
4. **Last day to add/drop classes- August 23rd**

1. **WUSM Positions Available**

   Practical experience and elective hours are available at WUSM this fall.

   **HOST- Monday and Wednesday**
   For the fall, there is a need for a *Southern Miss Today* host, WUSM’s live public affairs program- for Monday and Wednesday. Ideally, this is one person, but two people may be considered depending on skills and availability.

   The host position researches and interviews three people on each show that the producer schedules. Guests are generally local civic organizations or on-campus organizations and local musicians.

   This is a great starter position for someone interested in the television industry, but available for Public Relations majors too.

   **This individual must be available from 11A-1P at the very least Mondays and Wednesdays.**

   **PRODUCER- Tuesday and Thursday**
   The producer comes up with guests and segment ideas, books the guests, and works behind the scenes.

   **This individual must be available from 11A-1P Tuesdays and Thursdays.**

   **ENGINEER- Thursday**
   This individual will operate audio console and the automation software, and put the remote broadcast on air from the studio. You will learn the array of skills that will give you the skill set to be a weekend host on local radio stations.

   **This individual must be available from 11A-1P on Thursdays.**

   For any questions or concerns regarding these positions, email: TAGE.PHILAMLEE@USM.EDU
On-Air Talent - all slots available
If you want to learn how to be a radio talent playing music on a station voted Best in the Pine Belt 5 years in a row, come see me. I can give you the skills you need to start at radio. This year will be my 37th year in the wonderful world of radio. Far from being stuck in the past, I keep up with the current trends where radio is going - as a hint, it is not dying, but growing.

For general on-air talent, email wilbur.martin@usm.edu

2. Internship Information Session
The internship information session was Thursday, 8/17 at 12:15 p.m. in College Hall 203. Internship paperwork to get class credit for an internship this fall is due by noon, Wednesday, 8/23.

Here are some internship opportunities available for the fall semester you may want to look into if you’re still looking for an opportunity.

Red Door Marketing Agency: Needs an individual who is a storyteller and a strategic and creative thinker and looks into the world with a unique lens and wants to write about it.

Qualifications
- Being a self-motivated, proactive, reliable and accountable - we applaud natural go geters
- Ability to communicate clearly and effectively, collaborating with creative directors on treatment writing to summarize project ideas; creating copy that brings the components to life in a variety of tones and for different audiences
- Concept, create, present, and execute creative solution across all channels and media, with a focus on strategy, positioning, promotion, communication and branding
- Strategic brainstorming with company leads to promote new ideas and opportunities for existing and new businesses
- Develop and innovate internal Red Door branded material
- Stay consistently relevant and up-to-date on all writing, advertising, and marketing trends
- Have outstanding organization skills, attention to detail and follow-up
- Have a passion for smart, concise copywriting
- Be positive
- Be flexible
- Be ready to learn SKILLS
● Strong strategic and conceptual skills
● Strong knowledge of digital and traditional media
● Expert proficiency in Office (particularly Word, PowerPoint, Excel)
● Proficient in Adobe Creative Cloud (Photoshop, Illustrator, InDesign)
● Ability to maintain and meet client deadlines across multiple projects
● Ability to create sustainable SEO/SEM strategies a plus
● Ideally our candidate would need to be able to work a minimum of 10 hours per week and will be going into their senior year or pursuing a Master's degree at the time of the internship

For more information, contact Brook Jones, CEO/Founder Red Door Marketing Agency, 601-323-5001.

Merit Health Wesley has a position available as a Volunteer/Membership Services Intern for the fall semester

Responsibilities include:
● Write copy for collateral materials, feature stories, external newsletters, and membership program e-blasts
● Assist with volunteer communication, placement, and scheduling
● Assist with logging and reporting volunteer hours
● Serve as a lead in implementing and promoting Tiny Toes Program for new mothers and Senior Circle Program for senior citizens
● Other duties assigned

For more information, contact Amber Ross Harfield at Amber.Harfield@MeritHealthWesley.com

The Office of University Communications at USM has a general office intern position available for the fall. For information, visit this website: https://app.johnandshake.com/jobs/868165 or contact Cassie Oubre at Cassandra.oubre@usm.edu

The Hattiesburg Tourism Commission has fall internship opportunities available for students with skills in public relations and graphic design. For more information, contact Paige Crane at pcrane@hattiesburg.org, 601-296-7407

Animal Medical Center has an internship available for a student with strong social media, web, photography, and design skills. For information, contact Brittney Dykes at 601-264-785 or brittneydykesame@gmail.com
3. **WTOK Job Postings**

WTOK-TV currently has three openings for jobs.

**Account Executive**

WTOK-TV has an opening for an Account Executive. The individual will help maintain and develop new business by positioning and selling all WTOK advertising platforms, which include WTOK-TV, CW 8 & MyTOK2 and various digital products. Focus on generating new revenue though selling commercial and Digital advertising. Create and present advertising strategies for local businesses incorporating TV, online, and digital mediums.

*This position is full-time at 40 hours a week. Full-time employment includes all currently offered company benefits at time of hire.*

**Requirements**

- Strong organizational skills, written and presentation skills.
- Be proficient in Microsoft Office products: Outlook, Excel, Power Point, and Word.
- Willingness to learn, be a team player, and have a professional appearance.
- Knowledge of digital and social media is preferred.
- Strong relationship building, follow up, and customer service skills is a must.
- Prior media experience helpful, but not required.

Gray Television provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Gray Television complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Gray Television expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Gray Television’s employees to perform their job duties may result in discipline up to and including discharge.

**Meteorologist/news Reporter/Photographer:**
WTOK, a Gray Television station in Meridian, Mississippi, has an opening for a morning meteorologist/news reporter/photographer. We are the dominant number one station in East MS and West Alabama. We get all four seasons of weather, including hurricanes, with two major severe weather seasons during the year. We are the station viewers in our market turn to when severe weather threatens, and the right candidate will continue a long legacy of trust and dependability in inclement weather.

We are looking for a knowledgeable and outgoing meteorologist able to provide accurate, easy-to-understand and up-to-the-minute weather information during our morning newscasts and then go out in the field and turn daily, general assignment news stories.

Responsibilities include but not limited to:

writing, shooting, editing and producing weathercasts as well as news stories. We are looking for someone to work with our weather team in providing “up to the minute” weather information to our viewers when bad weather is in the area and also be aggressive in getting to the bottom of stories and be able to shoot with a crew or individually.

Requirements

• Undergraduate degree in meteorology or related field
• At least 1 year experience as a weather anchor or meteorologist is preferred
• Experience in photojournalism including shooting, editing and content management systems
• News writing experience preferred
• Able to meet daily, news deadlines
• Ability to multi-task, handle breaking news and breaking weather and adapt to rapidly changing events
• Proficiency in Baron Weather Systems Omni and VIPIR preferred
• Must be flexible and willing to work unexpected hours during severe weather
• Must possess excellent communications skills and be able to drive long-form severe weather coverage solo or in a team setting both in the studio and on location. A high knowledge of severe storm environments is a must
• Ability to generate creative and engaging, content-driven live shots
• Strong, social media skills, including an active presence on Twitter and Facebook
• Professional appearance a must

** A link to candidate’s reel is required and should be included in the application **

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**News Video Journalist:**

WTOK-TV, a Gray Television station, is seeking a News Video Journalist. Primary responsibilities include writing, reporting, shooting, editing and doing live shots. This position requires solid reporting on all types of daily news stories with emphasis on accuracy and quality. The position also requires the ability to cover breaking news. Responsible for daily news photography and editing.

Must be able to shoot and edit broadcast quality equipment. Must be able to work efficiently alone. Must contribute content daily to station website, mobile apps and other associated digital products. Position requires a clean driving record, proof of insurability, a valid driver’s license and pre-employment drug screening. Applicable college degree is required.

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4. Last Day to add/drop classes without penalty

The last day to add or drop full term classes without academic or financial penalty is August 23rd. This is also the last day to drop full term classes without a grade of W.

More information on important dates for the semester visit the Registrar’s Website: http://www.usm.edu/registrar