



# MSU Student Radio / WDBM-FM Now Hiring

## Assistant Training Director

### Requirements

- Must be a student at Michigan State University
- Must have excellent interpersonal and motivational skills
- Must be familiar with basic computer systems
- Must have organizational, teaching and technical skills
- Must have on-air experience
- Must have weekly in-office hours over the summer

### Salary

This position requires approximately 7-15 hours per week. The salary level is competitive and based upon prior experience.

### Typical Duties & Responsibilities

- Implement training decisions made by management staff
- Maintain regular in-office hours ( summer and during school)
- Help organize and follow-up with all applicants
- Help coordinate and train incoming staff on WFIX
- Listen and review air checks
- Work along side air staff coaches to ensure that air quality is met
- Ensure that training procedures mirror departmental requirements
- Help maintain a functional system of staff tracking and evaluation
- Utilize to the best advantage the skills on the air staff
- Help train new air staff members
- Maintain frequent communications with air staff
- Fill in when and where necessary to accomplish stated objectives

Applications are accepted until position is filled. Interviews are scheduled on a rolling basis.

Please submit an application form and resume to Operations Director, Joel DeJong.  
Email resume, application and any questions to [operations@impact89fm.org](mailto:operations@impact89fm.org)