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**Application for Marquette University Television**

**News Positions**

Thank you for your interest in applying. The news position available for the spring semester is:

**News**

* + MUTV Executive News Producer

These position ideally is to be served in the spring semester. Please read the descriptions below for further information on job responsibilities.

The following materials are required for all applicants:

* Completed application including all answers to all of the application questions
* Cover letter
* Resume
* Any additional materials that you think would support your application. (Portfolios, websites, videos, etc.)

Please send your finished applications to Tara Schumal [Tara.Schumal@marquette.edu](mailto:Tara.Schumal@marquette.edu) by January 24.

**Position Descriptions**

**MUTV Executive News Producer**

* Required to work with and maintain strong communication with the rest of the Marquette Wire News Desk.
* Work closely with the Marquette Wire Executive News Editor to discuss/plan weekly digital & television news content.
* Attend MUTV meetings, weekly news desk meetings, Wire all staff meetings and training week (typically the week before classes begin.)
* Generate content ideas with MUTV news producers and the entire Marquette Wire News Desk.
* Generate news packages each week based off the budget created by the Marquette Wire Executive News Editor**.**
* Recruit volunteers each week to fill on-air positions.
* Responsible for all editorial aspects of the MUTV newscast(s), including planning rundowns, news packages, graphics, editing stories written by producers and volunteers, timing, and coordination with the production crew.
* Prepare volunteers to be on-air, assist them in writing broadcast stories, teach them how to create packages and how to use newsroom management systems required for producing newscasts.
* Upload show segments and packages to Marquette Wire website.
* Cultivate a upbeat learning environment for associate producers and volunteers.
* Handle conflict and communication issues within the department.

**MUTV Staff Application**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position Sought: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you do not receive your first choice, would you be interested in a different position? (Note: Does not have to be in the same department).

Position Sought: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Minor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Overall GPA: \_\_\_\_\_\_\_\_\_\_\_\_\_ GPA in Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Year in School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List of classes you have taken that apply to the position in which you are applying (For example: Digital media 2205): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Please answer the following questions:**

1. What is your experience with news coverage?

2. Critique the current news show.

3. What sort of ideas do you have?

4. How would you improve MUTV and the Wire? How would you go about doing this?

5. How will you keep volunteers engaged and excited about MUTV so they keep coming back?

6. How would you cover breaking news?