



KNOM Radio Mission, Inc.

PO Box 988, Nome, AK 99762

(907) 443-5221 | knom.org

Lance Johnson, Board President

Iñuraaq (Kaylene) Evans (she/they), General Manager

Kjersti (KJ) McElwee, Development Director

Operations Assistant/Engineer

The KNOM Operations Assistant/Engineer is responsible for maintaining all broadcast equipment and IT systems currently in use at KNOM. The Operations Assistant/Engineer collaborates with the radio station's news and programming departments to ensure quality KNOM broadcasting. This position will ensure KNOM content is meeting FCC regulations and the radio station remains in compliance at all times.

This is an hourly, full-time position based in Nome. Wage range is \$31.00 to \$37.00 per hour, depending on experience and education.

Qualifications:

- 1) Bachelor's degree in a related field preferred
- 2) 3-5 years' experience in radio, with emphasis on Nautel transmitters and RCS/Wheatstone equipment
- 3) Affinity for and understanding of life in Western Alaska
- 4) Ability to support KNOM's mission and values
- 5) Demonstrated excellent collaborative skills

Brief Summary of Duties and Responsibilities:

- 1) Oversees maintenance of KNOM facilities - radio station, AM transmitter site, Anchorage office
- 2) Host on-air shift, dj based on KNOM's formatting of radio programming and broadcast content.
- 3) Ensures on-air content meets FCC guidelines (including regular compliance checks, filing quarterly issues, etc) and KNOM Radio Mission standards.
- 4) Adhere to and execute the KNOM Strategic Plan regarding operations and facilities in conjunction with general manager's vision
- 5) Orientation training and on-board new hires with needed technology, equipment, and software.
- 6) Work with KNOM Engineer Van Craft to update and maintain Nautel transmitter, studio equipment, other hardware
- 7) Perform technical production engineering for special events, remote broadcasts and contracted productions as necessary
- 8) Assist colleagues with unscheduled/emergency broadcasts and help staff with regular technical/operations support
- 9) Other duties as assigned.

To Apply: send cover letter, resume and three references to generalmanager@knom.org

KNOM's Mission: Encountering Christ, Embracing Culture, Empowering Growth and Engaging the Listener.
KNOM values being a *friend and companion* while providing *respectful service* based on *Catholic ideals*.