



APPLICATION  
SCAD Radio Lead DJ  
Due: 5 p.m., Friday, March 6, 2020

In recent years SCAD Radio has rapidly expanded its live DJ practice. We are now a top contact from clubs and organizations across campus to assist them with their audio needs at events. The Lead DJ is the face of SCAD Radio's Lead DJs.

General station duties:

- Reports directly to general manager
- Attends all management and general staff meetings
- Provides feedback and ideas at management meetings
- Holds three regularly scheduled office hours per week
- Checks and responds to station email daily
- Participates in station promotional events every quarter (tables, events, etc.)
- Regularly offers constructive feedback to staff members and arranges for workshops when needed to improve staff production skills
- Fills in air shifts as needed
- Host a regular radio show or podcast equal to two hours of content per week
- Other duties as assigned

Lead DJ specific duties:

- Collaborating with the Events Director to DJ at live events on campus
- Training and recruiting new live DJs
- Primary DJ at signature/high profile SCAD Events

Application materials are due in .pdf format to [gm@scadradio.org](mailto:gm@scadradio.org) no later than 5 p.m. on Friday, March 6, 2020.



## DIRECTOR POSITION APPLICATION

Position sought: \_\_\_\_\_

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

Local Address: \_\_\_\_\_

E-mail: \_\_\_\_\_@student.scad.edu Phone: \_\_\_\_\_

Major: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_ Year of study: \_\_\_\_\_

Are you a member of a SCAD Student Media organization (The Manor, District, SCAD Radio, et al.)? If so, explain your role and your contributions to the publication.

Why are you a good fit for this position? Please elaborate on any particular skills or experience that particularly qualify you for this role.

Include the following with your application:

- Completed application.
- Cover letter detailing your credentials, explaining why you are seeking the position and what you will bring to the job.
- Résumé.

E-mail the completed application in PDF format to [gm@scadradio.org](mailto:gm@scadradio.org). Applications are due no later than 5 p.m., March 5, 2019.