



## **SCAD Radio Lead DJ**

**Due: 5 p.m., Sunday, March 28, 2021**

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 one regularly scheduled office hour 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
- Participates in one hour or more of community building
- 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