

**WDRT Operations Coordinator**  
**Contracted Position**  
**10 hours/week, \$16.50/hour**

**Overview**

The WDRT Operations Coordinator monitors, maintains and troubleshoots the broadcast systems and computer networks at WDRT, and is responsible for ensuring the uninterrupted operations of the station's radio transmission, audio stream and show archiving.

**Responsibilities & Duties**

***Broadcasting***

- Maintain all studio equipment
- Monitor, update and troubleshoot all equipment in WDRT's Airchain
- Manage 'Rivendell,' WDRT's automation program
- Monitor and maintain compliance with FCC requirements for Chief Operator

***IT Network***

- Manage entire IT network, including servers, NAS, computers and software
- Oversee operation of VoIP phone system

**Required Skills**

- Proficiency with Linux and Unix command line tools
- Proficiency with modern, networked IT infrastructure (virtualization, OpenVPN, Cisco IOS, Ubiquity Unifi)
- Experience with analog and IP-based audio systems
- Ability to manage workload, meet timelines and targeted outcomes within budget
- Demonstrated adaptability in the face of multiple, competing and/or shifting priorities
- Excellent communication skills, and an ability to work independently and cooperatively

**Desired Skills**

- Familiarity with FreeNAS or other ZFS-based NAS
- Familiarity with Asterisk/FreePBX VoIP
- Knowledge of Z Shell and Python scripting
- Previous broadcast engineering experience

**Send a cover letter and resume no later than February 26th, 2018 to [staff@wdrt.org](mailto:staff@wdrt.org), or by mail at 311 South Main Street, Viroqua, WI 54665**

