



POINT'S EAGLE RADIO INC.

9111-F West Ipperwash Road
Kettle & Stony Point First Nation, Ontario, Canada N0N 1J1

EMPLOYMENT OPPORTUNITY

Job Description – Morning DeeJay/Announcer

POSITION SUMMARY: Under the direction and supervision of the Co-Managers, the Morning DeeJay/Announcer will fill in as needed at Point's Eagle Radio to broadcast on the community radio station CKTI 107.7 Kettle Point. The DeeJay/Announcer will provide live on-air announcing, introduce music and interview guests.

DUTIES:

- Select and introduce music and other entertainment material for broadcast as pertaining to license requirements for CKTI 107.7 Kettle Point.
- Record commercial, community and public service announcements.
- Conduct proceedings of radio shows and/or radio programs.
- Report on traffic and road conditions by maintaining contact with external sources of information.
- Operate and monitor radio broadcasting systems to broadcast and receive signals.
- Evaluate sustainability of news copy and service dispatches for broadcast and recommend or confer with management on changes to content.
- File all announced broadcast news, sports, weather as per CRTC requirements.
- Any other related office and radio bingo duties.

EDUCATION / SKILLS REQUIREMENTS:

- Minimum OSSD (Ontario Secondary School Diploma) or equivalent
- Proficient with Microsoft Office – Word, Excel, Power Point, Access and Publisher
- Current and valid driver's license an asset with reliable transportation
- Possess a good knowledge of the First Nation community and culture
- Technical aptitude, excellent customer service /communication skills and enthusiasm

Wage: \$14.00/hour, 25 hours per week.

Chippewas of Kettle & Stony Point First Nation gives preference to First Nation applicants for any employment opportunities as per Section 16(1) of the Canadian Human Rights Act.

Application to include: Cover letter, resume, current CPIC dated within the last six (6) months and three (3) work related letters of reference

Please submit your application to:

Point's Eagle Radio Inc.
Attn: Nadine Buchanan and Justin Shawnoo
9111-F West Ipperwash Road
Kettle & Stony Point First Nation, ON. N0N 1J1
Fax: 519-786-2834

Only successful candidates will be called for an interview. The successful candidate will need to provide a current Police Record Check (C.P.I.C.) dated within the last six (6) months, and willing to sign a background consent form.

Deadline for application is August 31, 2018 at 4:00 pm. No late submissions will be accepted. Full job description available upon request.
