**Visiting General Manager, Illinois Public Media and**

**Director, Division of Broadcasting**

**College of Media**

**University of Illinois at Urbana-Champaign**

The Visiting General Manager/Director of Broadcasting is responsible for providing leadership and administrative management for Illinois Public Media (IPM), including WILL AM-FM-TV\*, the broadcasting service of the College of Media at the University of Illinois. Duties and responsibilities include active partnership building within the College, the University and the communities IPM serves; participation in state, regional, and national public broadcasting organizations; and leading the organization in the development of partnerships, efficiencies, and sustainable models of public service within the University, the state, and public broadcasting.

\*WILL AM-FM-TV are public broadcasting stations licensed to the University of Illinois and affiliated with the Public Broadcasting System and National Public Radio. WILL-AM, on air since 1922, is a 5,000-watt station that serves eastern Illinois and western Indiana with a news and information format. WILL-FM, established in 1941, is a 105,000-watt station that serves east-central Illinois and west-central Indiana with predominantly classical music programming. WILL-TV, established in 1955, is the primary PBS affiliate for viewers in east-central Illinois. With a professional staff of approximately 50 people, the stations broadcast 24 hours a day from Campbell Hall for Public Telecommunication, a broadcast facility on the university campus. They have a strong regional presence.

Job Duties May Include

* Leading and managing the Division of Broadcasting in planning, budget development and control, service quality control, and human resource management.
* Evaluating WILL internal structure and implementing changes to align functions and services to the mission and budget.
* Ensuring compliance with federal regulations including the Federal Communications Commission, Department of Commerce, Department of Education, and various EEO agencies.
* Participating in fundraising activities with an emphasis on communicating IPM’s transition plans to donors, including large annual and major gift donors.
* Managing human resource policies and staff development activities for IPM.
* Providing leadership and functioning as the representative of the stations within the University and the communities served by IPM.
* Monitoring and participating in legislative activity to assure the best possible result for public broadcasting.
* Leading the planning for acquisition of new technology, and managing the resulting changes in services.
* Participating in University of Illinois planning for the use of emerging communication technologies.
* Developing relationships with other University of Illinois units to involve IPM in cooperative ventures.
* Developing and maintaining a leadership role with other public television and radio stations in the state.
* Maintaining active association with state, regional, and national public broadcasting organizations including PBS, NPR, CPB, APTS, IPBC, and PRIMA.
* Entrepreneurial resource development.
* Managing the application process for all University of Illinois at Urbana-Champaign FCC licenses.
* Developing long-term strategies with the Department of Journalism that provides academic opportunities for students.

Job Requirements

The ideal candidate for this job will have:

* A minimum of a bachelor’s degree in communications-related or business-related discipline. A master’s degree is preferred.
* Minimum of ten years experience in public broadcast, including at least five years in management.
* Experience working with governmental and educational institutions.
* Record of involvement in community and professional organizations.
* Knowledge of:
  + Non-profit business principles involved in strategic and tactical planning, financial and budget planning and management, fundraising, and human resource management.
  + Public broadcasting’s core mission and values as well as its funding model.
  + New and emerging technologies related to public broadcasting services.
  + FCC rules and regulations.
* Skills and abilities in the following areas:
  + Decision-making and problem-solving involving the analysis of information and evaluation of results.
  + Conflict resolution.
  + Managing change.
  + Mentoring and staff development.
  + Negotiation skills.
  + Public relations skills.
  + Partnership and coalition development.
  + Systems and personnel evaluation.
  + Resource management.
  + Excellent listening, verbal and written communication skills.

The University is in the twin cities of Champaign and Urbana (total population 180,000) in east-central Illinois. It is situated about 140 miles south of Chicago, 125 miles west of Indianapolis, and 180 miles northeast of St. Louis. The University setting (nearly 43,000 students) provides a rich cultural environment, many sports and entertainment events, and a variety of recreational facilities. Local schools, libraries, and park system are very good.

This is a 12-month, 100% visiting academic professional position.  This position may become regular, non-visiting at a later date.  Salary will be commensurate with experience.  Start date is as soon as possible after the closing date.

To ensure full consideration, complete applications must be submitted by July 26, 2013. The committee may begin reviewing applications before the close date but no decision will be made until after the close date. Please create your candidate profile at <http://jobs.illinois.edu> and upload a resume, cover letter, the names and contact information for three references. For further information regarding application procedures, you may contact Jane Dowler at (217) 333-2351 or [dowler@illinois.edu](mailto:dowler@illinois.edu).

Illinois is an Affirmative Action /Equal Opportunity Employer and welcomes individuals with diverse backgrounds, experiences, and ideas who embrace and value diversity and inclusivity (www.inclusiveillinois.illinois.edu).