



Cambridge  
Community  
Television

The Voice and Vision of Cambridge

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Cambridge, MA 02139

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Channels 8, 9, & 96

[www.cctvcambridge.org](http://www.cctvcambridge.org)

## Media Arts & Technology Education Coordinator Position Open at Award- Winning Community Media Center

**Cambridge Community Television** is the nationally recognized community media center serving the extraordinary city of Cambridge, Massachusetts. CCTV seeks an **energetic, creative, organized, detail-oriented** individual who is committed to **providing a wide array of professional-level educational opportunities to the community**, and is **dedicated to working in a diverse, stimulating environment**.

If you are excited at the thought of administering an extensive media arts production and technology training program for a diverse, engaged community, we want you! The Education Coordinator is responsible for all aspects of CCTV's educational program for people of all ages, with varying levels of knowledge and expertise. Responsibilities include **developing curricula in response to community needs and interests, incorporating new technologies, hiring trainers for studio, field, editing, social media and internet workshops, creating and facilitating special workshops with and for collaborators**, promoting workshops to community members, enrolling students, and selecting and supervising training interns.

Applicants should possess **strong communication, media production, customer service and problem-solving skills**. The successful candidate will **show a passion for providing access to the media arts and technology to students of all ages and levels, and have experience administering an arts program, including developing curricula and teaching media arts production. Experience in field and studio production, digital editing, and social media is required**. Prior experience in community media is a plus, as is knowledge of Cambridge. Knowledge of and experience working in a community that is racially, ethnically and economically diverse is strongly preferred. Bilingual applicants strongly encouraged to apply. Salary range is \$40,000 - \$45,000, commensurate with experience, and good benefits.

Please send resume, and cover letter by December 1, 2018 to:

Susan Fleischmann

CCTV

438 Massachusetts Avenue, Cambridge, MA 02139

Email: [info@cctvcambridge.org](mailto:info@cctvcambridge.org), no phone calls please!