Associate Producer for Media Production and Services  
Pryor Center for Arkansas Oral and Visual History

The Associate Producer for Media Production and Services will perform in all areas of audio/video and multi-media production for the Center’s program to collect and preserve the visual heritage of Arkansas. Working under the general oversight of the Center’s Director and Associate Director, the Associate Producer will be responsible for delivering broadcast quality, high definition, digital audio/video/image formats conforming with industry and government specifications.

**General Duties.** As part of the pre-production phase, proposes production techniques and equipment specific to assignments, prepares all equipment and material for deployment and maintains equipment and materials inventories and status. For production phase, loads-in, sets, runs and strikes all systems, returning all equipment and materials to the Center for post-production. Post-production responsibilities include transferring and editing acquisitions to multiple delivery formats, including digital broadcast and web audio/video, digital tape, DVD, and emerging technologies. Makes recommendations regarding equipment purchases and production crew rosters. Collaborates with Director and Associate Director regarding all phases of production workflow. May supervise one or more production staff. Associate Producer reports to the Associate Director.

**Qualifications. Required:** Bachelor’s degree in history, political science, broadcast or print journalism, or related field. Minimum of five years of experience in video production. Demonstrated knowledge of high-definition audiovisual production technology, including ability to produce finished high quality audiovisual products from acquisition through completion. Demonstrated creativity skills, as needed, to develop broadcast-quality video. Demonstrated ability to work independently, to operate and manage digital audiovisual equipment, and to work in a production team environment. Must be willing to travel as needed. **Preferred:** Extensive experience in field acquisition, broadcast production, and all phases of production, including video editing using Final Cut Pro and Apple XSAN systems, After Effects, Compressor, Motion and Live Type programs. Knowledge of Arkansas political and social history. Public broadcasting experience. A demo reel may be requested by the search committee as a part of the interview process.

**Salary and Benefits.** Twelve-month, non-classified, non-faculty position (Project/Program Specialist). Salary $40,000. Benefits include TIAA/CREF and/or Fidelity, 22 days of annual leave, tuition reduction, and health and dental insurance.

**Background.** The Libraries have identified strategic initiatives to meet increasing expectations of students and faculty through innovations within the Libraries; activities to support the University’s land-grant teaching and research mission; and dedication, cooperation, and flexibility among personnel.

The University Libraries hold over 1.7 million volumes. Library personnel (FTE) include 32 library faculty, 80 professional and support staff, 3 library graduate assistants, and 29 student assistants. The Libraries participate in the Greater Western Library Alliance. For more information, visit the UA home page (http://www.uark.edu), the Libraries’ home page (http://libinfo.uark.edu), and the Fayetteville Web site (http://www.accessfayetteville.org/).

Located in northwest Arkansas, Fayetteville has been ranked by the Milken Institute as the nation’s number one "Best Performing City" in categories of local economy, job market, and reliable growth industries. With a population of over 300,000, the region is one of the fastest-growing in the U.S., has one of the nation’s lowest unemployment rates, and hosts the headquarters of two Fortune 500 companies. Situated in the Ozark Mountains, Fayetteville and the surrounding area offer numerous cultural activities and outdoor recreational opportunities.

Review of applications begins June 18, 2007, and continues until position is filled. Send letter of application, résumé, and names, addresses, and telephone numbers of three current references to Ms. Juana Young, Associate Dean, University of Arkansas Libraries, 365 N. McIlroy Avenue, Fayetteville, Arkansas 72701-4002, or email libhrofc@uark.edu. The University of Arkansas is an Affirmative Action/Equal Opportunity institution committed to achieving a culturally diverse faculty. Applicants must have proof of legal authority to work in the United States.