

The School District of the Tomorrow River
357 North Main Street
Amherst, Wisconsin 54406
715-824-5521 ext. 1
FAX: 715-824-7177

VACANCY NOTICE

Posted: October 5, 2016

Position: *Audio-Visual Club Advisor*

Duties: The A-V Club Advisor will coordinate a newly formed A-V Club (grades 7-12) to record and promote Tomorrow River School District events and concerts.

The A-V Club Advisor will maintain broadcast equipment, maintain live web streaming, initiate all club activities, maintain local cable feed, schedule students to record events, maintain district standards of broadcast ethics, and collaborate to post videos on social media.

Minimum Qualifications:

- The ideal candidate would have experience with Windows Live Movie Maker, previous experience in video, visual arts and broadcasting, and knowledge of web streaming.
- Be enthusiastic and organized.
- Ability to work closely with students, the tech coordinator, district teachers, administration and community.
- Must be able to maintain all aspects of confidentiality.
- High school diploma or equivalent.
- Favorable background check.

2016-17 Pay Schedule: \$1,071.⁰⁰

Beginning Date: As soon as possible

Application Deadline: Apply ASAP! Applications will be reviewed as received.

Application Procedure:

STEP 1. Visit our website at amherst.k12.wi.us and print an official *Support Staff Employment Application* form, or contact the District Office for an application at 715/824-5521 ext. 1.

STEP 2. Complete and return the application with all of the following:

- Letter of Application/Cover Letter (addressed to Mr. Dennis Raabe)
- Resume
- Copy of Post High School Certification, if applicable
- Two Letters of Recommendation (work related preferred)

NOTE: When mailing your completed packet, please affix sufficient postage. Applications arriving "postage due" will be returned to sender, delaying receipt of your packet.

FOR CURRENT STAFF MEMBERS: Submit a letter of interest to the District Office addressed to Mr. Raabe.

The Tomorrow River School District is an Equal Opportunity Employer