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NASSAU COUNTY**Title : TELEVISION PROGRAM
SPECIALIST****SCHOOL DISTRICTS****Code: 210055 LMP****CLASS SPECIFICATION****Page : 1 of 1****Competitive****GENERAL STATEMENT OF DUTIES**

Provides technical assistance in the development of educational programs and supervises and directs their production for television and cablevision; performs related duties as required.

COMPLEXITY OF DUTIES

Under general supervision, the duties are highly creative and technical, involving the production, direction, editing and distribution of educational programs for television and cablevision in cooperation with school districts Countywide.

TYPICAL DUTIES

1. Produces and directs educational programs for television and cablevision.
2. Confers with teachers and television programmers to provide technical assistance on the display, layout, and presentation of materials for television.
3. Provides suggestions in the use of visual aids such as charts, graphs, and photography.
4. Supervises subordinate staff in the operation and maintenance of television and cablevision equipment.
5. Edits and cuts programs for available showing times, as required.
6. Plans for the distribution of programs.

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Thorough knowledge and experience in the production, editing, and directing of programs.
2. Good knowledge of television studio operations, including remote television equipment and its operation.
3. Working knowledge of instructional methods and audio-visual techniques.
4. Ability to supervise subordinate Audio-Visual Technicians and Television Technicians.
5. Ability to deal effectively with clients in the production of programming for educational purposes.
6. Ability to express oneself effectively, both orally and in writing.

MINIMUM QUALIFICATIONS**Training and Experience**

Bachelor's degree from a regionally accredited or New York State registered college or university with major course work in television or motion picture film production and

One year of satisfactory experience in the production and direction of television or motion picture film.

NOTE: Experience, as outlined above, in excess of the one-year requirement may be substituted for education on a year-for-year basis up to a maximum of six years.

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