

VACANCY NOTICE

August 10, 2010

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**PRESIDENT & CHIEF EXECUTIVE OFFICER**

**Rhode Island Public Telecommunications Authority  
WSBE Rhode Island PBS**

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**APPLICATION PERIOD:**

All resumes must be received or postmarked on or before Tuesday, August 24, 2010.

**DUTIES & RESPONSIBILITIES:**

SEE ATTACHED POSITION DESCRIPTION

**APPLICATIONS:**

A current resume including education and work experience is acceptable as an application. Please indicate the position for which you are applying. Please deliver or mail to:

SEARCH COMMITTEE  
WSBE RHODE ISLAND PBS  
50 PARK LANE  
PROVIDENCE, RI 02907-3145

**RHODE ISLAND PUBLIC TELECOMMUNICATIONS AUTHORITY AND WSBE ARE  
AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

**Position Title:** President & CEO

**Department:** Administration

**General Position Description:**

The Board of the Rhode Island Public Telecommunications Authority, a public corporation, hires a Chief Executive Officer with the title of President & CEO and he/she serves at the pleasure of the Board. The President & CEO shall have the responsibility for the operation and management of the Corporation, WSBE-DT; its facilities and activities, shall engage and supervise all personnel employed by the Corporation, and shall report directly to the Board. The President & CEO is responsible for managing the Corporation according to Board policies, within State and Federal laws, and the best interests of the community as defined in the mission statement of WSBE-DT. He/she has leadership responsibility for developing and nurturing a strong staff to perform the broadcasting, production, engineering, fundraising, promotion, and administrative and other vital functions of a public broadcasting organization. The following describes the position of the President & CEO in more detail.

**Principle Duties and Responsibilities:**

The President & CEO's primary responsibility will be for the day-to-day operation and activities of WSBE-DT. Specific duties and responsibilities will include:

- Strategic planning - develop and implement long and short-term plans as approved by the Board.
- Board relationship - inform, advise and organize materials to enable the Board to perform their duties, implement Board decisions.
- Staff Leadership - hire, develop, direct and motivate the professional staff, including organization of the staff into departments. Conduct collective bargaining negotiations with applicable union representation.
- Legislative relations – cultivate and maintain relations with the Governor, Legislature and all other relevant governmental agencies to assure continued State support. Advise and inform Rhode Island's congressional delegation about issues and problems of public broadcasting relating to the Station's interests.
- National affairs - participate in the governance and decision making of national public broadcasting organizations.
- Budget and administration - oversee the preparation of budgets and financial plans; ensure compliance with FCC and other regulations; supervise administration of the organization.

- Fundraising - participate in direct fundraising and assure that income sources are developed through marketing, promotion and fundraising activities.
- Community relations - represent the organization within the community and help develop a positive, high profile community image. Establish relationships with foundations, corporations and other communications entities to foster the growth and support for the organization.
- Program content - oversee staff efforts to maintain and strengthen the organization's programming and local productions.
- Buildings and equipment - assure that planning for replacement of equipment and buildings is accomplished and that maintenance is performed.

**Requirements:**

- Bachelor's degree in a relevant academic discipline required, with an advanced degree desirable.
- Significant progressive experience in public television, broadcasting, telecommunications or related field required.
- Demonstrate the ability to lead, manage, and retain excellent, motivated and harmonious staff.
- Must possess the ability to develop successful partnerships within public broadcasting and with the government, education, technology and business sectors of the state and region.
- Knowledge of fundraising techniques, principles and grant writing/administration.
- Working knowledge of FCC regulations and applicable federal and state statutes affecting public broadcasting. Ability to interpret and apply Federal and State regulations.
- An understanding of the programming and production principles and disciplines.
- A working knowledge and understanding of finance principles, budgeting and principles of marketing and promotion as they apply to a broadcast station.

In addition to the above listed requirements, potential candidates should demonstrate the intellectual and physical vigor, confidence, integrity, listening skills, personality, and administrative versatility required for successful leadership of a comprehensive telecommunications organization.