



WJOX-FM

Radio Intern Job Description

Job Summary

WJOX-FM is a sports talk format radio station based in Birmingham, Alabama. WJOX simulcasts on both 94.5-FM and 690-AM. Citadel Broadcasting, the parent company of WJOX, has several other stations in Birmingham including WUHT Hot 107.7, WZRR Rock 99.5, and WAPI NewsTalk 100.

The purpose of this internship is to give an undergraduate student a view into the world of a radio station, specifically a sports talk station. After interning with WJOX, the student will have knowledge and an understanding of station programming, show preparation and execution, technical aspects such as recording, mixing, and editing, as well as an introduction to the business side of radio.

Summary of Essential Job Functions

- Assist talent and staff with production of on-air programming; tasks include-but are not limited to-recording talent programming for future use, set up of studio for on-air broadcasts, and ensuring advertisements and endorsements are ready for broadcasts.
- Maintaining the digital and internet based aspect of the show; tasks include-but are not limited to-podcasting interviews and updating & maintaining station websites.
- Interacting and socializing with listeners through digital means
- Call screening during on-air broadcasts

Extra-Curricular Functions

In addition to the aforementioned requirements, an intern may be asked to do some of the following:

- Develop and produce on-air segments
- Go on the air for a limited amount of time
- Assist talent and staff when show is broadcast from another location
- Other duties as assigned

Minimum requirements

Because this is an UNPAID internship, applicants must be currently attending college AND receive course credit for this internship.

Any questions can be forwarded to John SaBerre, Intern Coordinator. He can be contacted via email at JOHN@joxfm.com

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