

Sports Radio Board Operator

Part-time · Game-based schedule (evenings & weekends, year-round) · **\$20/hour**

Send resume and cover letter to: deaconmark@iowacatholicradio.com

Position Summary

Run live broadcasts of Dowling Catholic High School athletics for Iowa Catholic Radio — operating the board, managing game feeds and breaks, and getting clean audio on air and online. Great entry point into broadcast production; no experience required, full training provided.

Key Responsibilities

- Run the Axia audio console during live sports broadcasts
- Balance audio levels for announcers, game feeds, and remote sources
- Take and integrate live feeds from game locations
- Execute clean transitions between programming, breaks, and game action
- Record broadcasts using Adobe Audition on the station's Windows system
- Cue and insert commercials, sponsor messages, and station IDs on schedule
- Monitor broadcast and online stream quality; troubleshoot basic audio issues
- Sign up for and cover game slots via the shared board operator schedule
- Maintain broadcast logs and support FCC/station recordkeeping

Schedule

- Year-round rotation of football, baseball, basketball, and soccer
- Evening and weekend games; more frequent during playoffs and state championships
- Multiple board ops share coverage — slots are sign-up based, not all-or-nothing

Qualifications

- Minimum age 16 (18+ preferred; exceptional candidates as young as 14 considered)
- No experience required — full training provided
- Reliable, punctual, and flexible for an evening/weekend schedule
- Comfortable with computers; willing to learn the Axia console and Adobe Audition

Key Skills

- Attention to detail and a sense of timing
- Stays calm and focused during live broadcasts
- Dependable follow-through on scheduled commitments
- Clear communication and eagerness to learn

Preferred (Not Required)

- Experience with audio boards, equipment, or recording software
- Familiarity with live sports broadcasting or Iowa high school sports
- Experience in a Catholic or nonprofit organization

Mission Alignment

Supports the mission of Iowa Catholic Radio — to connect people to Christ and His Church through media — and contributes to a positive, faith-based, mission-centered culture.