



HUMBOLDT STATE UNIVERSITY



KHSU General Manager

(Administrator II)

(Extended Deadline)

Review: November 5, 2009

Humboldt State University invites applications for the position of General Manager of KHSU-FM, the community-supported, public radio station, licensed to, supported by, and located on the campus of Humboldt State in Arcata, California.

The Station

Currently celebrating its 50th year as a licensed, non-commercial FM station, the first in the California State University System, KHSU is the leading radio station along the Redwood Coast serving Northwestern California and Southwestern Oregon. Broadcasting at 90.5 FM around Humboldt Bay, the station has an additional studio and production facility in Crescent City, Calif. for KHSR (91.9 FM), a full-power repeater station serving the Crescent City and Brookings, Ore. area. It also has three additional radio translators serving neighboring communities: 88.7 FM in Ferndale-Fortuna, 89.7 FM in Garberville, and 99.7 FM in Willow Creek reaching a total population of about 135,000 people. KHSU encourages faculty, student and community participation in programming and station affairs. With a mission to educate, enrich, enlighten and entertain people throughout the area, KHSU provides innovative, high quality public radio programming with thoughtful and intelligent perspectives on local, national and international issues. The broadcast mix includes programs from distribution networks such as National Public Radio (NPR), Public Radio International, American Public Media, and Pacifica Radio, as well as other local and national sources. As the highest-rated station on the North Coast of California, KHSU has a weekly audience of over 27,000 listeners and an annual budget of approximately \$900,000. This past year, in spite of the economic downturn, KHSU experienced record levels of underwriting, and significant increases in donations and memberships. The station is poised for growth and seeks a qualified individual to serve as general manager and lead this effort.

The Position

The General Manager of KHSU-FM is responsible for the leadership and management of the radio station and its team of staff. This person also:

- Serves as the primary representative of the station to the Corporation for Public Broadcasting (CPB), NPR and California Public Radio as well as to the University and external community;
- Develops and implements policies consistent with the mandate of the Federal Communication Commission and the goals of the CPB, Humboldt State University and the station;
- Is responsible for fiscal administration of the radio station, including budgets and operations, working to enhance revenue and contain costs as KHSU moves toward financial self sufficiency;
- Participates in development activities for the station, including solicitation of donations and overseeing underwriting and grant applications;
- Creates and implements a long-range vision, integrating the station's operational elements and improving the station's service to the University and the community;
- Develops programs that benefit Humboldt State University's academic mission, including student involvement at the station; and
- Works with the Community Advisory Group to advance the station's public service mission and oversees the recruitment, selection, training and assignment of community volunteers, and the day-to-day supervision of more than 100 service volunteers.

Qualifications

As the public face and personality of the organization, the ideal candidate will be an accomplished professional with a bachelor's degree or equivalent education and experience, a minimum of five years of management experience and two years of public broadcasting experience. A master's degree is preferred, as is experience in higher education. The candidate should be a proven self-starter accomplished in an entrepreneurial not-for-profit environment (preferably seven to ten years experience) with a track record of effective

tively leading an organization through change. The individual should also possess strong communication skills and a demonstrated understanding of and passion for public media with a comfort level speaking to diverse constituencies. A background in community radio would be a plus as would some understanding of new media, including social networking and Web 2.0. An ideal candidate would have at least five years experience in fundraising with demonstrated success in developing partnerships across all sectors and a strong knowledge of financial management and analysis. Given the relationship between KHSU and Humboldt State, the candidate must be able to work collaboratively in a community-based organization which is also part of a public university with constituents, partners and staff from diverse backgrounds.

Compensation

This position is a state position and covered by the California State University Management Personnel Plan, with an excellent benefits package. Under this plan, incumbents are subject to annual management reviews and serve at the pleasure of the University President. The salary is commensurate with experience and qualifications. Some travel is required. Additional Management Personnel Plan information can be found at the following website: www.calstate.edu/HRAdm/policies/mpp.shtml.

Information and Application

Additional information about KHSU-FM may be found at the station's Web site, www.khsu.org. Candidates are asked to submit a letter of application and current resume, along with the names, addresses, and telephone numbers of three references who can address the candidate's professional preparation and experience. First review of applications will begin November 5, 2009 and will continue until the position is filled.

Email to: hsuhr@humboldt.edu (preferred) or mail to
Chair, KHSU General Manager Search Committee
c/o Human Resources
Humboldt State University
1 Harpst Street
Arcata, CA 95521-8299

Evidence of required degree(s), certification(s), or license(s) will be required prior to the appointment date. The successful candidate for a position at HSU is required to be fingerprinted through the Humboldt State University Police Department or their local law enforcement agency. The results of the fingerprint process must be received by the university prior to the candidate's appointment. The cost of the fingerprinting is borne by the university.

Humboldt State University is committed to achieving the goals of equal opportunity and endeavors to employ faculty and staff of the highest quality reflecting the ethnic and cultural diversity of the state. Additional information about Humboldt State University can be found at www.humboldt.edu.

Humboldt State University is an Equal Opportunity/Title IX/ADA Employer. Applications from and nominations of qualified women, persons of color, veterans and persons with disabilities are particularly encouraged. Humboldt State University hires only individuals authorized to work in the United States.



Humboldt State University is part of the 23-campus California State University system. The University has a comprehensive arts and sciences curriculum, which is recognized nationally for its high academic quality. Founded in 1913, HSU is one of the premier, public institutions in the western United States; it is a rural and residential campus with an enrollment of approximately 7,800 students. The main campus is located in Arcata, California, in the northwestern part of the state along the coast, and situated among redwood trees in an area that offers unmatched scenic beauty, moderate climate and opportunities for outdoor activities. The surrounding Humboldt County locale has a population of 130,000. The community offers an excellent range of businesses, services and cultural activities/performances. The local schools are ranked in the top performance percentiles, both nationally and in the state.