

CFUZ - Peach City Radio

121-1475 Fairview Rd.
Penticton, BC V2A 7W5
(236) 422-0929

Music Crew Member

Volunteer job title	Music Crew Member
Department	Music
Reports to	Music Chair

Overview

Music Crew Members are responsible for managing our digital music library. They seek out a range of musical styles in order to build our collection of Canadian creative expression. Their job is to dig deep into all the nooks and crannies of our local community and the whole country, far beyond the well-known and widely-covered. Their work includes performing data entry, reaching out to local artists, listening to and curating new submissions, and compiling the weekly charts.

Duties and responsibilities

- Entering new acquisitions into our digital music library (uploading song files, entering metadata)
- Sourcing new music by navigating the roads of Canada's creative landscape (social media, record stores, micro-communities within Penticton)
- Listening to and curating new submissions so that many different kinds of music are represented in our library, **especially** those that we have identified as a priority (local, Canadian, and underrepresented voices)
- Compiling the weekly !earshot charts

What we're looking for

- A personal passion for discovering new kinds of music
- A strong sense of what CFUZ is trying to do with inclusivity and representation
- Basic computer and data management skills

What's in it for you

- Discover new music

Training and resources provided

- Occasional "listening parties" to become familiar with the intake process and our music library software

Hours and working conditions

1-2 hours a week. Flexible, can be done alone, space can be booked in the flex room as needed.

Responsible for supervising

Not applicable.

Approved by:	<i>Signature of the person with the authority to approve the job description</i>
Date approved:	<i>Date upon which the job description was approved</i>
Reviewed:	<i>Date when the job description was last reviewed</i>