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# JOINING THE COMMITTEE

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The only way to get the full experience of being a part of Cam FM is by joining the committee. Not only is it an amazing CV point, but you get to meet an awesome bunch of people and get first dibs on all the perks of being part of a student radio station.

## ‘But... I don’t have any experience!’

Most committee members join within their first year of being in Cam FM and do not have relevant experience. I certainly didn’t. If you feel drawn to a particular role or just want to be more involved, then definitely consider applying. Still worried? Every committee position has a three-week handover period. During this time, you will have a meeting with your predecessor to show you the ropes and teach you everything you need to know to get started.

## How to Apply

Towards the end of this month we will release an application form – be sure to fill it out before the deadline. The hustings will take place at the AGM in February where you have two minutes to tell everyone why you should be chosen for the role.

The station is in a very exciting position right now, so make sure that you are a part of it and join the committee!

## The Positions

The following are just brief descriptions to provide a basic idea of what the role entails. For more information, please get in touch.

### Core Committee

#### **Station Manager**

Runs the station. Leads committee meetings and determines the strategic direction for Cam FM.

#### **Deputy Station Manager**

Assists the station manager and becomes acting station manager when required.

#### **Finance Manager**

Submits annual accounts, pays taxes and license fees and manages all bank transfers. Keeps a record of finances and sets targets for advertising.

#### **Programme Controller**

Creates the termly and holiday schedules and organises pre-records and room bookings.

#### **Head of Training & Membership**

Runs and improves the training system, deals with queries from trainees and members and organises socials.

Questions? Message your favourite current committee member or email [committee@camfm.co.uk](mailto:committee@camfm.co.uk) and we’ll point you in the right direction.

**Head of Music**

Curates the A, B and C playlists. Organises broadcasting of live music and maintains relationships with record labels.

**Head of News**

Manages Cam FM news shows, station news bulletins and news outside broadcasts such as student union hustings.

**Head of Technical Operations** (must hold an existing position on the Tech subcommittee)

Maintains the running of the technical side of the station, including the audio hardware, computers and streaming services. Organises upgrades and replacements of equipment.

**Head of External Events**

Manages outside broadcasts and live events and maintains the OB equipment. Trains members to use the OB equipment.

**Head of Sponsorship and Sales**

Secures deals with advertisers and organise station competitions. Works with the Finance Manager and Head of Production to produce advertisements for the station.

**Publicity & Liaison Officer**

Promotes Cam FM to Cambridge. Runs social media accounts to promote our shows and any Cam FM run events.

## Content Subcommittee

**Head of Sport**

Organise outside broadcasts of sporting events and manages Cam FM sport shows.

**Head of Speech**

Organises comedy, drama and spoken word broadcasts.

**Entertainment Editor** (termly appointment)

Coordinates Breakfast and Lunchtime programming and other entertainment shows.

## Technical Subcommittee

**Head of Engineering**

Maintains studio hardware and outside broadcasting equipment.

**Head of Computing**

Maintenance of computing operations and organises upgrades to the systems.

**Head of Production**

Produces audio imaging for the station, including jingles, beds and advertisements. Trains members in production skills.

**Webmaster**

Updates the Cam FM website with the latest content, promoting our shows and events.

Woah. That's a lot of people. It's going to be an incredible year so don't miss your chance to get involved!