



Example of Music Director Job Description

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Our innovative and growing company is hiring for a music director. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for music director

- Conducts, records, and edits interviews with musical guests or other famous personalities moderating panels or discussion shows
- Plans and attends in-person appearances such as community events that include hosting and assisting at charity functions
- Maintains and builds a positive cooperative attitude within station departments and maintains strong personable community involvement
- Performs additional duties such as production, assisting program director, operating radio transmitter or writing advertising copy
- Attends music meetings
- Manages talent scheduling and fills in as-needed
- Maintains positive relationships with national & local music communities
- As the key business driver and ambassador in the Music for Business segment, this individual will spend a significant amount of time working in the field with existing VAR's developing new leads and will be required to travel
- Leverage industry relationships and contacts to recruit top talent for the editorial team and identify partnership opportunities with other music sites for traffic driving, content sharing
- Monitor and ensure that music supervisors are following preset guidelines such as making sure fees are negotiated properly, songs are cleared according to Warner Bros

Qualifications for music director

- Voice-track as required for Country 105, Energy 99.7, and 91.9 BOB FM

- Ongoing communication with record companies
- Voice commercials on a daily basis
- Represent the station by making regular public appearances in the community