

## **Request for Access Television Consultant**

The Town of Sterling is seeking an experienced public access television consultant who will assist the local Cable Board in a short-term project to establishing an access facility.

The Town will have a basic cablecasting location in the Butterick Municipal Building primarily devoted to cablecasting meetings of the Sterling Selectmen, etc. and establishing a community bulletin board on Comcast channels 8 / 10. The use of remotely controlled video equipment is envisioned to record governmental meetings. In addition to the necessary cablecasting equipment, the cable board desires to purchase a “studio in a box” for field production work.

The successful access television consultant will recommend the desirable equipment to meet the needs identified by the Cable Board, assist in preparing an anticipated equipment budget and purchasing the equipment, installing the equipment, and, training the staff in the setup, maintenance and use of the equipment.

Applicants for the access television consultant position shall submit a resume which will include all relevant public cable television experience, degrees, certifications, etc., specifically addressing the duties stated above. The applicant shall indicate her/his hourly pay requirements and may further provide a fixed rate for all services. No fewer than two recommendations shall be included with the resume.

While every effort has been made to adequately describe the scope of this position and the anticipated needs of the Cable Board, events may develop as the project proceeds thereby changing the requirements of the access television consultant. Demonstrated flexibility will be an asset to the successful candidate.

The Cable Board anticipates working with the consultant beginning in July, 2009

Applicants shall submit their resume to Ms. Terri Ackerman, Sterling Town Administrator, 1 Park Street, Sterling, MA 01564. Resumes must be postmarked no later than June 18, 2009.