

## **Enumeration of Duties and Powers of Elected Officers**

### **(a) General Manager**

- (i) Act as the Chief Financial Officer of the Organization*
- (ii) Act as the Organization's chief representative*
- (iii) To provide chief leadership to the Organization*
- (iv) To preside over the Senior Staff*

### **(b) Business Director**

- (i) Maintain an accurate record of all of Clemson Televisions financial resources*
- (ii) Act as the chief individual responsible for making purchases on behalf of Clemson Television*
- (iii) Maintain a record of Clemson Television's Advertizing Sales.*

### **(c) Production Manager**

- (i) Act as the chief person responsible for the operation of the cameras, switches, studio, sound devices, and other equipment during the production of programs.*
- (ii) Develop a staff of trained personnel to operate such equipment as is described in V-2(c)(i) above*

### **(d) Programming Director**

- (i) Schedule all programming*
- (ii) Assess the preferences of the viewing audience for the type, time, frequency, etc. of different types of programming.*

### **(e) Promotional Director**

- (i) Act as the chief individual responsible for promoting Clemson Television to Clemson University's Students, Staff, Faculty and surrounding community*

### **(f) Resource Manager**

- (i) Maintain an accurate record of all of Clemson Television's physical and intellectual resources.*

### **(g) Technical Engineer**

- (i) Provide maintenance and development of all electronic, mechanical, and electromechanical means of production and transmission.*
- (ii) Develop a staff of trained personnel to operate such equipment as is described in V-2(g)(i)*

**(h) Member-At-Large**

*(i) Act as the representative of the non-elected staff on the Senior Staff*