



## **Broadcast Technologist (Permanent, Full-Time, onsite)**

### **Position Summary**

This position supports the production and direction of live broadcasts of legislative proceedings, committee meetings, and special events. It operates and maintains broadcast systems and equipment in accordance with established technical standards and procedures to ensure reliable, high-quality coverage.

The role performs routine maintenance, assists with graphics and post-production tasks and contributes to the daily broadcast and archival record of parliamentary proceedings.

### **Primary Responsibilities**

#### Production, Direction and Distribution

- Produces and directs live broadcasts of the legislative proceedings, committee meetings and special events following established production formats and standards.
- Prepares and schedules broadcast playlists that are distributed to over 100 communities in the province through the Saskatchewan Legislative network channel carried by Access Communications, Rogers TV, and SaskTel Max. Video streaming, and four in house channels in the Legislative Building are other methods of distributing broadcasts of legislative proceedings and special events.
- Assists in the production of educational or informational content for the Legislative broadcast channel and outreach programming, including procedural, building and constituency features.
- Ensures that audio, video and graphic elements are properly integrated to meet quality and accessibility requirements.

#### Operations and Maintenance

- Operates all equipment used in the production of legislative proceedings and special events, which includes, but is not limited to, IP based equipment, remote cameras, camera robotics, digital sound systems, video switchers, audio mixing consoles, A/V routers, video recorders, playback units, video servers, portable broadcast system and customized audio systems.
- Maintains all technical aspects and equipment of multiple broadcast control centres and systems within the Legislative Building (facilities currently include the Chamber, committee room and portable broadcast system). This includes development of a regular maintenance program; accurately documenting work performed on each major equipment item; preventative maintenance and calibration of all equipment; maintaining an accurate inventory of repair and replacement parts; and recovering all repair/replacement parts covered by normal warranty from the supplier.
- Creates and updates graphics, cover pages and photographs used in broadcasts of the legislative proceedings and special events and for creation and maintenance of a database of character generator (CG) pages allowing immediate location for recall of officials/members names and banners stored on CG.





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- Provides and monitors audio/video feeds to and from the committee room and the Chamber for Hansard digital recording and video streaming.
- Supports programming and adjustments under the direction of senior technologists.
- Monitors and schedules closed captioning for live broadcasts, Sliq streaming and internal accessibility devices.

### Records Management and Duplication

- Clips and prepares video packages of proceedings for elected members, the media and authorized persons.
- Prepares and verifies the daily video record for historical preservation and transfer to the Provincial Archives of Saskatchewan.

### Job Knowledge

The position requires knowledge of broadcast production and operations, including:

- Producing and directing live coverage of proceedings, committee meetings, and special events using established technical formats.
- Selecting and coordinating camera shots, transitions, and audio levels to ensure quality, accessibility, and consistency.
- Operating broadcast equipment such as robotic cameras, camera control units (CCUs), video switchers, audio mixing consoles, routers, recorders, playback servers, and related systems.
- Creating and editing graphics, titles, and recorded segments using industry-standard software and non-linear editing tools.
- Applying fundamental principles of electronics and digital media systems for the setup, calibration, and basic maintenance of broadcast equipment.
- Understanding the methods used in distributing video content through cable, in-house, and streaming platforms.

This knowledge is typically acquired through a two-year diploma in broadcast production, broadcast electronics, electronic systems engineering technology, media arts production, or related field supplemented with at least two years of directly related experience. The position requires knowledge of Saskatchewan parliamentary procedure in order to produce broadcasts of the proceedings which is typically acquired in the course of duties.

***Employees of the Legislative Assembly Service are expected to provide non-partisan confidential service to all Members of the Legislative Assembly.***