

## Music Librarian

Attention music lovers: CJRU, Ryerson's campus radio station is looking for a Music Librarian to give us a hand attending to our growing music library.

### Duties

- Assist with the ingest of new albums and proper archiving of digital files in our library
- Encourage volunteers to explore and highlight new music
- Complete weekly charts, tracking and label relations
- Actively seek out new music from within the community.

### Qualifications

- Ryerson student enrolled in Media Production, RTA, Journalism, Creative Industries or other related studies
- In-depth knowledge of local music in Toronto
- Experience coordinating and/or marketing artists or events
- Audio production (Logic, Audition or other)
- Proficient user of Database and Spreadsheet applications

### Personal skill set

- Strong organizational skills
- Reliable and punctual
- Excellent outreach skills
- Excellent character references
- A passion for Canadian music and campus/community radio

### Terms:

This is a paid position during the academic year from September-May for approximately 12 hours per week.

### How to apply:

Send resume, playlist of ten songs (half of which must be Canadian) and a cover letter to [jacky@cjru.ca](mailto:jacky@cjru.ca).

We strive to build a diverse team and encourage applications from underrepresented groups such as women, visible minorities, Indigenous peoples, people identifying as LGBTQ2SI, and people with disabilities. If you need accommodation in the recruitment process, please contact us. Only those candidates selected for interviews will be contacted.

**Deadline for applications is August 18, 2019 at midnight**