

MPT Managing Director, Creative Services

Recruitment #26-007054-0001

DEPARTMENT	MPT - Administration and Support Services
DATE OPENED	4/30/2026 08:00:00 PM
FILING DEADLINE	5/8/2026 11:59 PM
SALARY	\$101,000.00 - \$126,000.00
EMPLOYMENT TYPE	Full-Time
HR ANALYST	Aaron Clark
WORK LOCATION	Baltimore County
TELEWORK ELIGIBLE	Yes

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Introduction

Maryland Public Television, commonly known as MPT, is a public television network that broadcasts throughout the entire state of Maryland and the District of Columbia and into parts of Delaware, Pennsylvania, Virginia, and West Virginia. MPT is Maryland's only statewide broadcaster. Headquartered in Owings Mills, MPT is a member of the Public Broadcasting Service (PBS) and is a producer of both locally and nationally distributed TV programs and digital content.

LOCATION OF POSITION

Maryland Public Television
11767 Owings Mills Blvd.
Owings Mills, MD 21117

Main Purpose of Job

This position is responsible for the overall look, feel and voice of MPT creative packaging to which includes production of break elements as well as the oversight of MPT's visual image in all media, tune-in promotion, corporate image spots, station identification, sponsorship promos, MPT monthly guide, and special event promotion.

POSITION DUTIES

- Supervise Creative Services team, ensuring effective scheduling, high-quality output, and message consistency within the overall goals of the Creative Services department;
- Make assignment determinations for each project the unit takes on in consultation with CS producers and artists. Monitor and regulate the shared media storage system;
- Coordinate promotional efforts across platforms;
- Oversee production processes in edit facilities. Procure all technology needed to complete design and promotion work; Oversee the scheduling of editing facilities and sessions so as to optimize the fulfillment of the unit's production requirements;
- Oversee production of MPT monthly program guide to ensure brand creative and editorial consistency. Oversee copy and layout, including ad supplements;
- Oversee the concepts of on-air promos, video reels, and other promotional vehicles to meet the needs of various departments within MPT, including marketing, membership, interactive, and education, as well as tune-in information to support programming.

MINIMUM QUALIFICATIONS

Education: Bachelor's degree or an equivalent combination of education and experience.

Experience: Seven (7) years of experience in providing creative and technical expertise in the Adobe post-production online process by importing and organizing video, audio, and graphics provided by the client into manageable bins of elements with which to work.

Note: Experience may be substituted on a year-for-year basis for the required education only.

DESIRED OR PREFERRED QUALIFICATIONS

Strong preference will be given to applicants that possess the following preferred qualification(s). Include clear and specific information on your application regarding the qualifications.

- Experience supervising support staff and conducting performance evaluations;
- Must possess excellent organizational, verbal, and written communication skills;
- Must possess the ability to work well with internal and external customers;

SELECTION PROCESS

Please make sure that you provide sufficient information on your resume to show that you meet the qualifications for this recruitment. All information concerning your qualifications must be submitted by the closing date. **PLEASE APPLY BY EMAILING RESUME & COVER LETTER TO AClark@mpt.org.**

BENEFITS

STATE OF MARYLAND BENEFITS

FURTHER INSTRUCTIONS

For questions regarding this recruitment, please contact Aaron Clark at 410-581-4115. Resumes and cover letters emailed to AClark@mpt.org will be used to apply for this position in lieu of an application.