



Vacancy Announcement

Position Title: KDLG Radio Station Manager

Date Posted: September 21, 2026

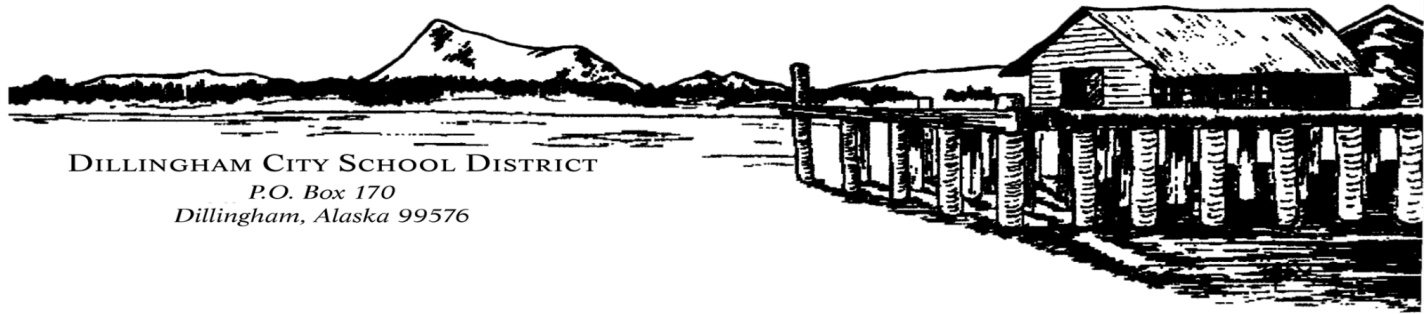
Location: Dillingham City School District - Dillingham, Alaska

Closing Date: Until Filled

Date Available: September 21, 2026

Please send applications/resumes to hr@dlgsd.org

Emily Hulett
Human Resources Manager
Dillingham City School District
907-842-6704



**Dillingham City School District
KDLG Radio Station Manager**

Department: Administration
Salary: 70,000 DOE
Days: 260
Reports to: Superintendent

KDLG 670 AM/89.9 FM seeks a mission-driven Radio Station Manager to lead daily operations, ensure regulatory compliance, and strengthen KDLG's role as a public broadcasting resource for Alaska's Bristol Bay region. The Manager serves as the Board's operational representative and works closely with the Superintendent, School Board, Friends of KDLG, DCSD staff, volunteers, and the community.

Preferred Qualifications

- Bachelor's degree in communications, journalism, business, or related field (or equivalent experience).
- 5+ years in radio broadcasting/public media leadership.
- Knowledge of FCC regulations, public broadcasting standards, and nonprofit/government compliance.
- Experience supervising staff/volunteers; strong HR and performance management skills.
- Budget development/management and successful fundraising/underwriting experience.
- Digital literacy; website and streaming platform management experience.
- Excellent written/verbal communication skills.

Preferred experience in rural/Alaska Bush or Indigenous community broadcasting; familiarity with school district operations and student engagement programming.

Key Responsibilities

- Administer School Board policies for KDLG; ensure compliance with Alaska Public Broadcasting Commission and FCC requirements, including public files and timely reporting.
- Represent the Board as licensee at regulatory meetings (with Superintendent approval).
- Recruit, supervise, evaluate, and (as needed) dismiss staff and volunteers; maintain current job descriptions, titles, and pay documentation; develop wage scales/salary schedules for Board approval.
- Develop and present the annual KDLG budget; ensure proper accounting through the District Business Office; maintain equipment/supplies inventory.
- Seek and obtain funds for operation, maintenance, and capitalization; develop an annual fundraising plan with Friends of KDLG; maintain accurate fundraising, volunteer, and donor records.

- Develop and present an annual programming plan (each September); conduct a listener survey at least every two years (March) and present results by May; submit a yearly programming report by May.
- Ensure the KDLG website contains accurate schedules, contact info, staff bios, announcements, streaming/archives, and FCC public files; update content regularly (major updates within 48 hours); coordinate with District IT on functionality, security, and accessibility.
- Promote all DCSD activities/events on KDLG; maintain equipment/infrastructure to broadcast DCSD sporting events and major school activities; collaborate with DCSD administrators/coaches on broadcast schedules, student participants, and partnership promotion.
- Maintain impartiality in news/public affairs; manage conflicts of interest per District policy; distinguish personal views from station positions; follow FCC/CPB guidelines; model professional conduct; cooperate with any complaints/investigations per AR 8110A.
- Attend Board meetings when requested; present permanent hires/separations (with Superintendent approval).

Employment Terms:

1. Dillingham City School District Board Policy
2. Offers of employment are contingent upon completion of a satisfactory criminal background check
3. DCSD is a drug free, alcohol free and vape free campus.

The Dillingham City School District is an equal opportunity employer.