

Jurisdiction: Oneida County
Jurisdictional Class: Competitive
Adopted: 5/1/96

FREELANCE SCRIPTWRITER

DISTINGUISHING FEATURES OF THE CLASS: This position exists in a BOCES, and has responsibility for researching and writing scripts for school-related documentary-style video programs, as well as, working with clients. Work is performed under the direct supervision of the Information Officer, with leeway allowed in carrying out the details of the work. Supervision is not a responsibility of this class. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Reads and reviews information regarding videos from clients;
Writes a script based on this information;
Edits the script.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge in the writing and development of scripts for school-related documentary-style video programs; ability to work well with others and develop good customer relations; ability to communicate effectively; ability to understand and interpret oral and written information; ability to work on a freelance basis.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State college or university with a Bachelor's Degree in radio and television, broadcast journalism, video production or a closely related field **AND** one (1) year of experience writing scripts for video, film or television; **OR**
- (B) Graduation from a regionally accredited or New York State college or university with an Associate's Degree, as described in (A) above, **AND** three (3) years of experience, as outlined in (A) above; **OR**
- (C) Graduation from high school or possession of a high school equivalency diploma **AND** five (5) years of experience, as outlined in (A) above; **OR**
- (D) An equivalent combination of training and experience, as defined by the limits of (A) through (C) above.

NOTE: Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.