

WNRC-LP 97.5FM

NICHOLS COLLEGE RADIO

DJ CONTRACT

In order to maintain a professional atmosphere at WNRC, all members are required to follow several basic rules and regulations. All DJs are required to review this contract and policies and procedures.

I. Station Security and Theft

WNRC is locked at all times. It is each DJ's responsibility to contact Nichols College Public Safety to unlock the station to gain access, and to lock the station when leaving.

Theft of ANYTHING from WNRC is strictly prohibited. Anyone found stealing or borrowing ANYTHING (including, but not limited to turntables, CD players, tape decks, microphones, CDs, records, and cassette tapes) will immediately be suspended. DJ's are required to report anything missing immediately to a member of the officer board, station advisors, or the station manager.

Some items may be loaned from WNRC under certain conditions. You are required to get written approval from the President, Vice President, Advisor, or Station Manager.

II. Unauthorized Use and Access Policy

WNRC officers will distribute access lists to the Nichols College Department of Public Safety. DJ's must present identification to the Public Safety Officer to gain access to the station. Unauthorized entry to the station may result in suspension.

III. Show Responsibilities

As a DJ, you are required to be at your show regularly and attend mandatory meetings. If you cannot make a meeting you must email a member of the officer board, so that they will excuse you. If you cannot make your show, you are advised to send an email out to the show before and after you as well as to the station president with the date and time of the show you will be missing. If you miss two (2) shows without being excused by the President **YOU WILL LOSE YOUR SHOW** for the semester. You have the opportunity to reapply the next semester, but will not have any benefits of a reoccurring show.

During your show, you will be required to play or say Public Service Announcements (PSA), station IDs, underwriting as in accordance with the Federal Communications Commission (FCC). At the top of the hour you must say a Legal ID "WNRC-LP Dudley/Webster." Failure to do so will result in temporary suspension and loss of your show. Additionally, you are responsible for everything broadcast during your show including non-recorded (live) phone conversations or guests who are in the studio. Keep it clean or face the consequences. See an officer board member for more details. .

Before and after your show you are required to take a transmitter reading. You must take four readings total including (WXRFB-FM forward & reflective power (WNRC-LP forward & reflective power). Any critical numbers must be reported to the station president, station manager, or chief engineer immediately. Readings must always be logged on the log sheet; no other readings will be acceptable.

IV. Other Responsibilities

All members are required to comply with any and all Nichols College Policies and all FCC rules. Additionally, all members are required to attend regular mandatory meetings as well as their assigned show. Meetings will be announced at least one week in advance on the WNRC "white board," SGA minutes, or by e-mail.

DJs are not allowed to contact record labels or speak to the SGA or Student Activities offices without the express consent of the WNRC Officer Board. This is to prevent unauthorized reallocation or distribution of WNRC funds or equipment and to prevent problems with the administration and WNRC. If you have any questions or concerns, please speak to a board member immediately. If you wish to contact anyone on behalf of the station please get approval from the Director of Public Relations prior to doing so.

All DJ's must leave the station in a neat and orderly manner. When leaving:

- Headphones must be turned off
- Phone Flasher must be on "Flash Only"
- Monitors, Keyboards, & Mouse returned to their appropriate location
- All CD players, Turn Tables, and Tape Decks must be turned off
- Chairs put back on the wall neatly
- Discard any trash, papers, or other personal property used during your show.

DJs with questions about station policy, procedure, or technical issues are required to contact:

President Justin Dolan Justin.dolan@nichols.edu
774-200-3215

Vice President Jeremy Barrette Jeremy.barrette@nichols.edu
774-280-1244

For Security Related issues please contact Nichols College Department of Public Safety at 508-213-5555.

WNRC reserves the right to manipulate scheduling, including but not limited to: re-scheduling your show with just cause (listenership, audience, contract infractions, etc.), remove your time slot, or require multiple DJs during your time slot.

WNRC Officer Board Members may, on occasion, preempt your show for special broadcasts or events such as sport broadcasting. WNRC will make every effort to notify you well in advance of such a scheduling conflict and to make other arrangements.

We sincerely hope this contract has not discouraged you in any way from becoming a DJ or remaining with WNRC. It is simply a way to help DJs understand the station operations, and to help alleviate any questions or concerns members may have throughout the year.

WNRC-LP 97.5FM

NICHOLS COLLEGE RADIO

DJ CONTRACT SIGNATURE PAGE

I have read the information contained within the WNRC DJ contract, and fully understand their meaning and agree to abide by all information contained in the document. I understand that failure to do so may result in my suspension or expulsion from WNRC and possibly from the Nichols College Radio Club. By signing below I agree to abide by all policies set forth by WNRC in this contract and the Constitution of the Nichols College Radio Club,

Name (Printed

Date

Signature

Campus Phone (if possible)

Phone (other than campus phone)

Campus Unit #

E-mail

WNRC-LP 97.5FM

NICHOLS COLLEGE RADIO

Community DJ Application

Name (Printed)

Date

Home Address

E-mail

Telephone

SHOW INFORMATION:

Show Name

Maximum 2 hours are allotted to new WNRC DJ's

Requested Time Slot 1: Day _____ Time ____:____ to ____:____

Requested Time Slot 2: Day _____ Time ____:____ to ____:____

Requested Time Slot 3: Day _____ Time ____:____ to ____:____

Please Provide a Brief Description of your Show:

