



Michael W. Cihak

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Objective

To create AWESOME media projects using the best and latest in traditional and interactive media tools.

Employment

Media Services, University of Minnesota, Morris; Morris, Minnesota.

Senior Media Resources Producer

Responsibilities incorporate all aspects of television production from project development and management to directing, writing, shooting and editing. Projects include educational, instructional and recruitment programming, university public relations, short and long form documentary, and live-television programming. Additional responsibilities include development of multimedia, world-wide-web and presentation resources, development and coordination of on-campus technical training workshops for students, faculty and staff; electronic database development and maintenance, and management of departmental public relations.

June 1995 - present

Television Production Center, Minnesota State University Moorhead, Moorhead, Minnesota.

Television Production Assistant - Radio-TV Producer

Position involved writing, directing, editing and videography of educational, instructional, sporting and promotional projects for the university, faculty and staff. Additional duties included the direction of live, multi-camera events, computer graphics composition, remote production, audio recording and aid in supervision and operation of facility.

September 1989 - February 1995

Related Experience

Fraternal Order of Eagles, Morris, Minnesota.

Secretary to the Board of Trustees

Core responsibilities include membership program development of national, charitable, non-profit organization, locally consisting of 340 members. Position includes seat on board of trustees with full voting privileges to aid in the supervision of the organization's financial business matters, which gross sales exceed one million dollars annually. Additional responsibilities include volunteer organization, fundraising, external and internal public relations, database development and maintenance, provide monthly and annual reports to national organization and have active role in the charitable giving decision-making process.

March 1998 - present

Pioneer Public Television - KWCM, Appleton, Minnesota.

Set Designer-Builder

Projects involve the conceptual design and construction of stage sets used in many of Pioneer Public Television's programs. Material estimation, prop acquisition and overall fabrication of each set are main responsibilities.

September 1995 - May 1998

Education

Minnesota State University Moorhead, Moorhead, Minnesota.

Bachelor of Science, Mass Communications with concentration in Advertising.
November 1994

Equipment and Systems

A listing of television and audio equipment I have experience with, including computer hardware and software for Apple Power Macintosh, Windows 95/98/2000 can be found on my online portfolio: www.mikecihak.com/resume/resume_tech.html

Additional

Portfolio and production reel available online: www.mikecihak.com

Salary history, references and additional information provided upon request.