



Charlie Burnett

Student Board Operator, Sports Radio

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STRENGTHS

- 🕒 **Live Timing**
During simulated broadcasts, cues stayed aligned with game clocks and prepared logs. Instructors noted dependable transitions.
- 🔊 **Audio Control**
Console levels remained balanced across voices and recorded elements. Careful listening helped catch issues early.
- 🗣️ **Team Communication**
Talkback cues kept student broadcasters informed during breaks and delays. Teammates valued clear, calm direction.
- ❤️ **Adaptability**
Instructor changes became useful practice. Playback priorities shifted quickly, keeping rehearsals moving without confusion.
- 🎤 **Sports Production**
Football, basketball, and baseball simulations built practical judgment. Prepared notes supported confident break updates.

SKILLS

Live sports radio Audio consoles

On air software

WideOrbit concepts

Broadcast timing

Play by play support

Sports programming

Computer operations

Critical thinking Multitasking

Problem solving

Written communication

SUMMARY

University student preparing for radio and sports media work through supervised studio labs, campus media activities, and live sports production projects. Hands on practice includes **audio console** operation, audio level management, **play by play** support, **on air software** workflows, WideOrbit concepts, PSAs, sponsorship messages, **station imaging**, bumpers, intros, outros, and Legal IDs. Football, basketball, and baseball programming experience supports accurate timing and steady coordination with broadcast teams during breaks, delays, and changing live conditions. Academic work has strengthened critical thinking, multitasking, planning, written and verbal communication, problem solving, and computer based media operations. Courteous teamwork, ethical conduct, NCAA compliance awareness, and inclusive interaction guide work with students and diverse campus communities. Ready to contribute dependable studio support and continuous live programming value.

EDUCATION

Bachelor's Degree in Communication, Media Studies Concentration

Indiana University Bloomington 🎓 GPA: 4.0 📅 2028 📍 Bloomington, IN

Coursework: *Radio production, sports media, audio engineering, interpersonal communication*

TECHNICAL SKILLS

- **Broadcast Audio:** Audio consoles, audio level management, studio signal flow
- **On Air Systems:** WideOrbit, on air software, computer playback
- **Sports Coverage:** Football, basketball, baseball
- **Broadcast Elements:** PSAs, sponsorship messages, station imaging
- **Program Timing:** Bumpers, intros, outros
- **Station Compliance:** Legal IDs, NCAA rules, institutional rules
- **Live Production:** Play by play, game breaks, media timeouts
- **Communication Tools:** Talkback, broadcast logs, production cues
- **Audio Content:** Recorded audio, spoken updates, playback sources
- **Work Methods:** Multitasking, critical thinking, problem solving

EXPERIENCE

Student Board Operator, Sports Radio

Student Media Lab 📅 August 2026 - Present 📍 Terre Haute, IN

Support supervised football, basketball, and baseball broadcast simulations in a campus studio. Manage audio consoles, computer playback, prepared logs, and WideOrbit style workflows while coordinating with student broadcasters and instructors. Review sessions for timing, level, and communication improvements.

- Ran supervised **football** broadcasts with student play by play teams and instructor game scenarios
- Balanced announcers, **PSAs**, sponsorship messages, imaging, and recorded elements on audio consoles
- Practiced **WideOrbit** workflows during broadcaster transitions, **media timeouts**, and live programming changes
- Triggered **bumpers**, intros, outros, and **Legal IDs** from prepared logs against broadcast clocks
- Maintained talkback communication during breaks and delays, coordinating concise returns to coverage
- Reviewed recordings with instructors, documented timing errors, and applied corrections during later sessions

Verbal communication Teamwork

NCAA compliance

LANGUAGES

English Native

Spanish Beginner

MY CAREER



- Student Board Operator, Sports Radio at Student Media Lab (1 Months)
- Sports Audio Producer, Academic Project at Course Project (4 Months)
- Studio Operations Assistant, Campus Radio at University Project (4 Months)

Sports Audio Producer, Academic Project

Course Project 📅 January 2026 - May 2026 📍 Terre Haute, IN

Produced a supervised simulated college basketball broadcast covering pregame, game segments, media timeouts, breaks, and postgame content. Coordinated recorded audio, sponsorship reads, PSAs, console inputs, playback sources, timing adjustments, and short on air updates for a student production team.

- Produced a simulated **basketball** broadcast combining commentary, imaging, sponsorship reads, and scheduled PSAs
- Built a run of show mapping segments, timeouts, breaks, and postgame responsibilities for teammates
- Configured console inputs and playback sources, testing levels before each rehearsal for clear audio
- Responded to instructor **delays** by reprioritizing playback elements and communicating revised cues
- Delivered prepared sports updates during simulated breaks with concise live radio communication
- Analyzed production errors, technology choices, **teamwork**, and timing improvements during post project review

Studio Operations Assistant, Campus Radio

University Project 📅 August 2025 - December 2025 📍 Terre Haute, IN

Completed supervised studio operations work focused on signal flow, audio console controls, computer playback, production logs, and introductory on air software concepts. Worked in rotating student teams while organizing audio assets, following instructions, documenting procedures, and building reliable studio habits.

- Completed studio exercises covering signal flow, console controls, computer playback, and **on air software**
- Assembled production logs with segment timing, sources, and **station elements** for recorded practice
- Switched microphones and playback sources while protecting cue timing and recording quality
- Organized **intros, outros**, imaging, and public service audio with clear retrieval conventions
- Worked in rotating teams, following **written instructions** and adapting respectfully across production roles
- Documented procedures, learning goals, **ethical conduct**, and corrections after each studio exercise

PROJECTS

Live Sports Audio Production 📅 2026

A supervised basketball broadcast project brought student producers together around shared timing, clear cues, and calm responses when rehearsals changed. The team coordinated commentary, sponsorship reads, PSAs, imaging, and break coverage while reviewing production choices after each session.

Campus Radio Studio Operations 📅 2025

This supervised studio project built practical habits through shared logs, rotating roles, and careful audio asset organization. Student teammates practiced signal flow, microphone changes, playback, and respectful communication during recorded production exercises.

LEADERSHIP & AWARDS

- Dean's List, Spring 2026, recognized for strong academic performance.
- Student Media Project Recognition, 2026, honored contribution to a supervised sports radio production.

CERTIFICATIONS

- Audio Production Basics 📅 2026
- NCAA Compliance Awareness Training 📅 2026

PROFESSIONAL AFFILIATIONS

- Student Radio Production Volunteer, Campus Media Association, 2025 to Present.
- Sports Media Peer Practice Group, 2026 to Present, sharing broadcast practice and feedback.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST