

## **Job posting: Podcast Host**

*Deep Desires Press is a publisher of romance, erotic romance, and erotica, featuring diverse romantic pairings. As part of Deep Desires Press's marketing and outreach, we host and produce the Deep Desires Podcast, featuring author interviews, and the Deep Desires After Dark podcast, featuring author-read excerpts.*

### **Job Title:**

Podcast Host

### **Title of Immediate Supervisor:**

Publisher

### **Position Mandate:**

The Podcast Host produces and markets monthly episodes of Deep Desires Podcast and Deep Desires After Dark.

### **Primary Responsibilities:**

- Host, record, and produce monthly episodes of Deep Desires Podcast and Deep Desires After Dark, each ranging from 20 to 30 minutes per episode;
- Collaborate with publisher to arrange author interviews for Deep Desires Podcast and to arrange author-read and author-recorded excerpts for Deep Desires After Dark;
- Prepare a customized interview for each Deep Desires Podcast guest;
- Edit and produce episodes with a high degree of professionalism;
- Work with Publisher and Outreach Coordinator to advertise and market podcasts;
- Manage and promote the Patreon page to encourage patrons to sign up and to maintain positive relationships with patrons;
- Provide regular updates and/or promotions for our Twitter, Facebook, and Instagram pages.

### **Skills, Attributes, Experience, and Knowledge:**

#### *Required:*

- Engaging and welcoming personality;
- Equally comfortable speaking and listening;
- A love of books;
- Knowledge of the romance genre, including but not limited to common tropes, character types, and plot expectations;
- Audio production experience, including recording, editing, and producing.

#### *Preferred:*

- Experience hosting and producing podcasts;
- Knowledge of the process of writing and publishing a book;

- Experience with Patreon and/or experience with other sites requiring fan-building and audience-building, such as Ko-Fi, Kickstarter, Archive of Our Own, Wattpad, etc.

*“Would Be Nice...”*

- Previous experience producing podcasts;
- Knowledge of and experience with website building and maintenance.

### **Working Conditions:**

- Podcast Host is an independent contractor and not an employee of Deep Desires Press;
- Podcast Host will work from home and is thus not required to be in a certain geographical region. However, a number of our authors are located in North America and the United Kingdom, so being near these areas would ease the time zone differences for recording interviews;
- Episodes must be produced on a monthly basis;
- Podcast Host is responsible for providing their own equipment, including but not limited to, a quality microphone, a computer capable of completing the tasks, audio capturing and editing software, and a high speed internet connection;
- Time commitment is approximately 4-5 hours per month (Deep Desires Podcast: 45 minutes to prepare interview questions, 45 minutes to record episode, 1 hour to edit and produce episode, 30 minutes to promote episode; Deep Desires After Dark: 45 minutes to edit and produce episode, 30 minutes to promote episode);
- Some training will be provided.

### **Rights:**

Podcast Host grants Deep Desires Press the unlimited, worldwide, exclusive right to publish episodes recorded and hosted by Podcast Host. (By “unlimited”, we mean that if you move on to other projects and give up your hosting duties with us, we can still keep the episodes on our website, keep distributing them to podcast suppliers, and keep promoting the episodes as long as we want. By “worldwide” we mean that we can distribute your podcast anywhere in the world. By “exclusive”, we mean that Deep Desires Press is the only entity able to publish these podcasts; interviews you record for this podcast can be used only in this podcast and cannot be used for other projects without express written consent from Deep Desires Press and the author.)

### **Payment:**

Deep Desires Podcast and Deep Desires After Dark are funded by our Patreon campaign. For every Patron at the \$5 USD / month level, Podcast Host will receive \$1.50 USD / month. For every Patron at the \$10 USD / month level, Podcast Host will receive \$3.00 USD / month. In the interest of full disclosure, the Patreon campaign presently has one supporter at the \$5 USD / month level. As part of Podcast Host’s duties, Podcast Host is to promote the Patreon campaign to fund the podcast, which subsequently funds their own salary. There is no upper limit to the monthly payment to Podcast Host. If Podcast Host does not produce an episode in a calendar month, there is no payment for that month.

**How to Apply:**

Please submit a cover letter and curriculum vitae or resume to Craig Gibb, Publisher, via email at [publisher@deepdesirespress.com](mailto:publisher@deepdesirespress.com). Please include links to samples of your audio work. This posting will remain open until the position is filled.