

CHARLES LOUIS NERO TARVER

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MANAGER/DIRECTOR

Broadcasting/Production...Advertising...Public Relations...Marketing...Information Services.

Multi-talented professional with over 20 years experience in the management, broadcasting, and communications fields. Expertise includes: operations management, restructuring, formulating policies and procedures, turnarounds, planning and expansion, administrative reorganization, public relations/marketing, promotional activities, advertising, program planning, project management, budgets/forecasting, design/illustration, technical writing, production, photography, scheduling, customer service, teaching and counseling, coordinating events.

SUCCESS FACTORS

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|--------------|------------|---------------|--------------------|------------|
| Adapting | Analyzing | Communicating | Creating/Designing | Consulting |
| Developing | Directing | Envisioning | Planning | Organizing |
| Implementing | Motivating | Persuading | Solving | Training |

EXPERIENCE

Student Centers for Student Media, University of Delaware, Newark, DE 1985 –
Assistant Director(1996 – Present)
Station Manager, (1985 – Present)

Duties include managing WVUD, the radio station. Supervising the Chief Engineer, Senior Secretary, 110 student and community volunteers. Manage station's compliance with the FCC and the University's mandates, Manage budget and organize and implement annual fund-raising campaign Including: designing and maintaining the database, Train and orient staff, Teach a course in Radio Programming and Production, Provide administrative support for *The Review* the student newspaper, Ensure that student media organizations receive proper University support for programs and operation. Develop and support programs in the Perkins Student Center. Create and oversee the Student Centers' Web pages <http://www.udel.edu/student-centers>.

Northeastern University, Boston, MA 1978 – 1985
Station Manager/Advisor, WRBB

Duties included supervising the operations of a non-commercial university radio station. Managed a part-time engineer and 75 student and community volunteers. Handled a major frequency change and facility

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upgrade in compliance with FCC regulations. Trained, evaluated and oriented staff, and managed the budgets and fund-raising campaigns.

Boston University, Boston, MA

1975 – 1978

Program Advisor, Student Activities Office

Advised university student organizations in the planning of co-curricular activities. Developed special all-university events. Produced “Intro” a three-screen, six projector, synchronized multimedia exhibit for Boston University Orientation 1978. Advised the George Sherman Union Gallery and Publicity Committees and Umoja, the Black Student Union.

WEOK/WPDH Radio Stations, Poughkeepsie, NY

1975 – 1975

Engineer/Announcer

Engineered Sunday religious programs. Announced Saturday evening country music program.

Neighborhood Service Organization, Poughkeepsie, NY

1975 – 1975

Program Director

Developed and coordinated recreational programs for inner-city youth (6 – 16 years). Responsible for maintaining trip and activities budget for the neighborhood center.

EDUCATION

M.A., Communications, University of Delaware, Newark, DE, 1994

B.S., Broadcasting and Film, English minor, Boston University, Boston, MA, 1975

COMPUTER/TECHNICAL SKILLS

UNIX, e-mail, telnet, ftp, html, Webpage Design, java, javascript. Macintosh/Windows: Microsoft Office, Adobe: Acrobat, Illustrator, InDesign, Photoshop; Macromedia: Dreamweaver, Flash, Fireworks, Freehand; FileMaker Pro, ProTools, Audacity.

Desktop Publishing, Writing, Tape Editing, Audio Production, Digital Audio Production.

ASSOCIATIONS

Board Member Prometheus Radio

National Federation of Community Broadcasters

Association of College Unions International

Alpha Phi Alpha Fraternity, INC. Wilmington, DE Graduate Chapter
Secretary 1997 - 1999, Vice President 2000 - 2003.