

Collegian News Director

Description: The News Director is a leader and student manager responsible for overseeing and directing the operations of the *Collegian* News desk. This person maintains a presence in the newsroom, and is actively engaged in the production of content and dedicated to the overall quality of the *Collegian's* digital and print products. The position requires a commitment of 20-30 hours per week of work-related duties.

An ideal candidate has the following qualities:

- Possesses a strong understanding of news principles, and is able to evaluate pitches based on local news priorities.
- Possesses a strong grasp on micro- and macro- editing; preference to candidates who have previously taken copy editing, but not required.
- Thinks ahead and plans for success of the section.
- Understands the importance of working outside of business hours to respond to newsworthy events.
- Strong communication skills and has an ability to make decisions under pressure.
- Effectively balances time commitments outside of work.
- Responsive to newsworthy events and prioritizes timeliness.
- Has a basic understanding of Adobe InDesign and design principles.
- Has a strong understanding of journalist ethics and its application to objective news reporting.
- Prioritizes teamwork to maintain an inclusive and professional culture.
- Responds quickly to feedback and criticism, and adjusts for the success of the team.

Main Responsibilities:

- Holds weekly planning meetings for the desk.
- Keeps reporters accountable through the feedback system as well as through direct communication.
- Plans an appropriate amount of content and takes responsibility for the desk.
- Plans for multimedia coverage and packages, and communicates with the appropriate people in order to maintain an engaging digital and print presence.
- Completes payroll for the staff in a timely and accurate manner.
- Communicates frequently with managing editors about problems that could disrupt production.
- Attends daily budget meetings in order to communicate effectively with the Editorial Board.
- Edits one-on-one with reporters or provides feedback after editing remotely on Camayak or by phone.
- Encourages and nurtures new reporters and coaches skills.
- Responds quickly to corrections to ensure strong relationships across the University and City.

News-Specific Responsibilities:

- Plans multiple cover-worthy news stories each week.
- Applies for media credentials to ensure reporters have access to all newsworthy events.
- Professionally communicates with University officials and prominent student leaders on campus.
- Communicates with social media teams in order to push breaking news.
- Possesses a basic understanding of press-specific Colorado law and how it relates to records requests.
- When relevant, develops specific beats for reporters in order to cultivate strong relationships between sources and reporters.
- Directs in-depth and investigative stories, and works with the news editor and assistant editor to provide resources necessary for reporting to occur.

Compensation: the Editor-in-Chief and the CEO of Rocky Mountain Student Media Corporation will negotiate compensation with the News Director. Compensation will be hourly and paid through University merit work-study.

To apply: Submit a resume, cover letter and three clips to edouglas@collegian.com with the subject line: “*Collegian 2017-2018 Application: News Director*” by 11:59 p.m. on Monday, April 10, 2017. Interviews will be scheduled and held by the Editor-in-Chief between April 10 and April 14. Be prepared to answer questions regarding the attributes and responsibilities listed above.