

## **The Rocky Mountain Collegian Assistant Sports Editor**

The Assistant Sports Editor is a leader who assists the Sports Director and Sports Editor, pushes social media content, and acts as a lead reporter and resource for the Collegian sports desk. The Assistant Sports Editor is actively engaged in and dedicated to the overall production of content for the Collegian's digital and print products. The position requires a commitment of 10 hours per week of work-related duties.

### **The ideal candidate possesses the following qualities:**

- Possesses a strong grasp on micro- and macro- editing, specifically a strong grasp on the sports AP Style section.
- Possesses a strong understanding of journalist ethics.
- Possesses a strong understanding of social media principles and ethics.
- Takes action when problems arise, and leads the desk by example.
- Possesses strong communication skills and an ability to make decisions under pressure.
- Understands the importance of working outside of business hours to respond to newsworthy events.
- Responds to newsworthy events and prioritizes timeliness.
- Is actively engaged with, and has a strong understanding of, the local sports community.
- Effectively balances time commitments outside of work.

### **Main Responsibilities**

- Submits pitches, writes frequently for the desk, and helps with production of special editions.
- Encourages reporters when communicating with them for job-related duties.
- Communicates frequently with the sports editor and director about problems that could disrupt production.
- Is available to push breaking news or news that occurs outside of regularly scheduled content.
- Pitches creative ideas for social media engagement on the desk.
- Helps to professionally communicate with prominent members of the athletic community in order to build trust with readers and sources.
- Helps encourage multimedia coverage and packages by leading by example in order to create a culture of digital excellence.

### **Managerial Responsibilities**

- Works with the Social Media Editor to push content in an effective and timely manner.
- Schedules editing times with reporters to meet with the Sports Director or Editor.

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

**To apply:** Submit a resume, cover letter and three relevant clips to [handelario@collegian.com](mailto:handelario@collegian.com) with the subject line: "Collegian 2018-2019 Application: Assistant Sports Editor" by 11:59 p.m. on Sunday, March 18, 2018. Interviews will be scheduled and held by the 2018-2019 Sports Director and the Sports Editor between March 26 and March 30. Be prepared to answer questions regarding the attributes and responsibilities listed above.