

The Rocky Mountain Collegian Assistant News Editor

The Assistant News Editor is a leader who assists the News Director and Editor, pushes social media content, and acts as a lead reporter and resource for the Collegian news desk. The Assistant News Editor maintains a presence in the newsroom and is engaged in and dedicated to the overall quality of 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 of micro- and macro- editing.
- Understands the importance of working outside of business hours to respond to newsworthy events.
- Takes action when problems arise, and leads the desk by example.
- Strong understanding of social media principles and ethics.
- Possesses strong communication skills and an ability to make decisions under pressure.
- Effectively balances time commitments outside of work.
- Responds to newsworthy events and prioritizes timeliness.
- Possesses a strong understanding of journalist ethics.

Main Responsibilities

- Submits pitches and is an active reporter on the desk.
- Encourages reporters when communicating with them for job-related duties.
- Communicates frequently with the News Director and Editor 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 University and the City in order to build trust within the community.
- Helps encourage multimedia coverage and packages by leading by example in order to create a culture of digital excellence.
- Helps to coach basic news reporting skills in reporters.
- Works with the news director and news editor to provide resources necessary for investigative reporting to occur.

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 News Director or Editor.

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

To apply: Submit a resume, cover letter and three relevant clips to fczarnecki@collegian.com and afleskes@collegian.com with the subject line: "Collegian 2019-2020 Application:Assistant News Editor" by 5:00 p.m. on Thursday, March 28, 2019. Interviews will be scheduled and held by the 2019-2020 Editor-in-Chief and Managing Editor and the 2018-2019 News Director and Editor between March 29 and April 3. Be prepared to answer questions regarding the attributes and responsibilities listed above.