

Arts & Lifestyle Editor

The Dalhousie Gazette Publishing Society is looking to hire an Arts & Lifestyle Editor for the next publishing year (May 1, 2020 to April 30, 2021). The Arts & Lifestyle Editor is responsible for all online and print content in the arts & lifestyle section.

The responsibilities of the Arts & Lifestyle Editor are, but not limited to:

1. Maintaining professional relations within the staff
2. Soliciting and creating content for both the online and print edition of the *Dalhousie Gazette* with relevant arts & lifestyle stories
3. Thoroughly copy-editing and fact-checking articles in the arts & lifestyle section
4. Creating online-exclusive materials for the arts & lifestyle section
5. Recruiting writers for the arts & lifestyle section; assisting writers to generate pitches, learn skills and to better contribute to the society
6. Ensuring copy for the section conforms to deadline and production schedule of the newspaper
7. Attending editorial meetings and pitch meetings
8. Undergoing staff training

The Arts & Lifestyle Editor is a member of the Gazette's paid staff. They must be available for communication with staff and volunteers on an ongoing basis for 20 hours a week, five of which are required to be present in the office.

The Arts & Lifestyle Editor will be paid \$680 per month (we do not publish during the summer months, so they will not be compensated during those months). These numbers may be subject to change, but are what the business manager has estimated for next year. The successful candidate will be notified if there are any salary changes.

The Arts & Lifestyle Editor must be:

1. either a part-time or full-time student at Dalhousie or the University of King's College, and member of its respective student union;
2. not a representative on the Dalhousie Student Union Council, Board of Governors or Senate

Potential candidates will be contacted for an interview. A résumé, cover letter and three samples of work must be submitted to the Chair of the Publishing Board, at gazette.board@gmail.com by 5 p.m. on **March 27, 2020**.

The *Dalhousie Gazette* is a student-run newspaper based in Halifax, Nova Scotia on the campus of Dalhousie University. It is the oldest campus paper in Canada, published consistently since 1868. We publish stories significant to people both on-campus and in the wider Halifax community.

The Dalhousie Gazette Publishing Society is committed to being an accessible society of the Dalhousie Student Union. We are committed to not discriminating on the basis of race, Indigenous ancestry, ability, gender, sexuality, age, citizenship and immigration status or any other rights protected under the Nova Scotia Human Rights Act.

The *Dalhousie Gazette* is settled in K'jipuktuk (Halifax) of Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq, where we work, play and study.