

## The Eastern Echo

229 King Hall  
Ypsilanti, MI 48197

# News Reporter

### Description:

News reporters write stories on a variety of topics of interest to The Eastern Echo's audience, which includes the university and Ypsilanti-area communities. Subjects of news coverage could include: EMU events, breaking news, local government, EMU administration, arts and entertainment, and crime.

News reporters will be assigned stories from the editorial team, but are also encouraged to pitch their own ideas. (In some cases, a reporter will be assigned a [beat](#), and would then regularly pitch stories to their editors).

### Main responsibilities include:

- Contribute one article a week
- Interview sources and attend local events
- Promote your articles and The Eastern Echo on social media
- Behave always in a professional manner, and follow journalistic guidelines

### Skills you should have:

- Basic reporting and writing skills
- Knowledge of AP Style

### Expectations include:

- Communicate with the news and content editors regularly
- Attend section meetings
- Attend full staff meetings and training sessions
- Fill out payroll documents and timesheets in a timely manner
- Be familiar with the staff guidebook and follow all requirements and expectations

### Content examples:

[Cellar Roots hosts dual magazine launch](#)

[Ypsilanti City Council approves five permit appeals for marijuana dispensaries](#)

[Loss of parking structure spots fuels student commuter complaints](#)