

***The Lawrentian* Mission Statement**

The mission of *The Lawrentian* is to inform and represent the diverse intellectual community of Lawrence University. *The Lawrentian* seeks to foster a deeper understanding and appreciation of the people, events, ideas, and culture within the Lawrence community and around the world. To this end, *The Lawrentian* reports, acquires, and distributes news, information, and other content that meet the highest standards of public service in journalism and cultural expression.

***The Lawrentian* Diversity and Inclusivity Statement**

The staff of *The Lawrentian* reaffirms its commitment to representing the diverse community of Lawrence University that embraces all members, including those marginalized by aspects of their identities. The principles of respect and inclusion are critical to our mission as a newspaper dedicated to cultivating dialogue across differences and to the representation of all members of the Lawrence community. *The Lawrentian* is committed to equal access and opportunity for all voices.

Editor-in-Chief Position Summary

The Editor-in-Chief manages the editorial board and executive team, which provides many opportunities to grow as a leader and strengthen communication skills. Management duties include conducting meetings and communicating with members of the editorial board about topics ranging from content coverage to hiring protocols. The Editor-in-Chief is the public face of *The Lawrentian* and should expect to communicate regularly with various offices and organizations at Lawrence; the Editor-in-Chief also communicates regularly with the printer to ensure that the partnership is maintained. The Editor-in-Chief works collaboratively with the Layout Editor to finalize each edition of the paper, approving all content before it is sent to the printer.

This is a paid, hourly position and is considered a tier-three position by [Lawrence University Human Resources](#). Editors-in-Chief are paid bi-weekly at the rate of \$13 per hour. Most work is done on Tuesdays, Wednesdays and Thursdays, as articles are due on Tuesdays, section layout occurs on Wednesdays, and final layout occurs on Thursdays each week. The Editor-in-Chief can expect to work 10-13 hours each week.

Our current Co-Editors-in-Chief will be completing this term in the position. The new hire will begin training this term (Winter Term 2024) and then would be in the position during (Spring Term 2024 - Winter Term 2025). Should they choose to remain in the role, the new hire may stay on for the following news cycle (Spring Term 2025 - Winter Term 2026).

Editor-in-Chief Qualifications

No previous experience is required for the position; however, we seek out applicants with strong communication and leadership skills, whether those be gained through journalism or elsewhere. Willingness to learn how to use programs like InDesign is required.

Candidates must be able to communicate effectively with their staff and the rest of the editorial board. Considering the public nature of this position, candidates must also be able to accept and grow from constructive criticism.