



Student Association of George Brown College

Job Title:	Dialog reporter	Job Category:	
Department/Group:	Publications and Media	Job Code/ Req#:	
Location:	Various	Travel Required:	Yes
Level/Salary Range:	TBA	Position Type:	Temporary-Part-Time
HR Contact:	Christine Wallace	Start Date:	Mid August, 2010
Will Train Applicant(s):	Yes	Posting Expires:	August 31, 2010
<p>Fax or E-mail: estephen@georgebrown.ca Subject Line: <your name>: Dialog reporter application Attention: Eileen Stephens</p>			
<p>Job Description: Reporters play a key role in our student community. They gather information and prepare stories for our student publications and inform us about newsworthy events and happenings in our community. They present factual information on current issues and report on the actions of public officials, executives, special interest groups, and others who exercise power.</p>		<p>Mail: Eileen Stephens, Publications and Communications Coordinator estephen@georgebrown.ca Student Association of George Brown College 142 Kendal Ave. Toronto, ON M5R 1M3</p>	
<p>General Responsibilities:</p> <ul style="list-style-type: none"> • Will be assigned articles from the managing editor. • Will be responsible for a certain number of assigned articles per issue. • Responsible to create articles that are fact based and have photos if necessary. • Will meet with the Dialog collective editorial team regularly. • Regularly attend Dialog collective meetings. • Will keep accurate and up to date records of research, interviews, etc. • Will file stories and images in a timely and accurate manner. <p>Requirements:</p> <ul style="list-style-type: none"> • Writing articles for a newspaper, newsletter, or website, or experience in other forms of communication with a strong sense of news writing. • Working in a diverse and demanding office where team work and communication is vital. • Working with digital photography, Adobe Photoshop and InDesign is an asset. • Our writers will have the ability to work to strict deadlines, have excellent communication skills, be willing to follow established style guides and have the desire to work in a student collective environment. • A writing sample of a news article will be required as part of the interview process. <p style="text-align: center;">Mission Statement:</p>			



Student Association of George Brown College

We are the students of George Brown College committed to supporting each other in the struggle for student rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.

Commitment to Equity:

The Student Association is an equal opportunity employer and welcomes candidates from among those groups of individuals that are traditionally underrepresented to apply.

Reviewed By:

Approved By:		Date:	
Last Updated By:		Date:	
		Date/Time:	