

## Student Association of George Brown College

<b>Job Title:</b>	Reporter-Editor	<b>Job Category:</b>	Support Staff
<b>Department/Group:</b>	Student Media	<b>Job Code/ Req#:</b>	
<b>Location:</b>	Various	<b>Travel Required:</b>	No
<b>Level/Salary Range:</b>	\$15 /hr 15 to 20 hrs a week	<b>Position Type:</b>	Temporary-Part-Time
<b>HR Contact:</b>	humanresources@sagbc.ca	<b>Start Date</b>	August 17 2020
<b>Will Train Applicant(s):</b>	Yes	<b>Posting Expires:</b>	August 4, 2020

**E-mail:** humanresources@sagbc.ca

Subject Line: <your name>: Reporter-editor Application

**Attention:** HR Department

### Job Description:

Reporter-editors play a key role in our student community. They gather information, conduct interviews and prepare stories for the *Dialog* and are responsible for looking out for and developing story ideas. Reporters will be counted on to cover multiple beats, including but not limited to news, arts & life, events, sports and features.

### General Responsibilities:

- Will pitch story ideas to and be assigned articles from the editor.
- Will be responsible to conduct interviews and write news stories as directed by the editor
- Responsible for creating stories that are factual and compelling with accompanying photos
- Generate leads and consistently produce story ideas, which will be pitched to the editor and the rest of the *Dialog* team
- Will keep accurate and up to date records of research, interviews, etc.
- Will file stories and photos in a timely and accurate manner.
- Other duties as needed.

### Requirements:

- Demonstrated interest in journalism and the media
- Excellent writing skills
- Detailed knowledge of George Brown College and the news stories that affect GBC students
- A proactive and self-motivated attitude is essential
- Experience writing and/or editing for newspapers, newsletters, blogs or other publishing outlets is an asset
- Knowledge of CP style is an asset
- The ability to work to strict deadlines, work well under pressure and follow established style guides

### Mission Statement:

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.*