

# The Meliorist Publishing Society

## Position Description - Indigenous News Columnist

\*Given the current Covid-19 situation, employees will not be required to hold in-office hours. Any work that does not require using office equipment may be done remotely.

**Position Title:** Freelance Columnist

**Reports to:** The News Editor and the Editor-in-Chief

**Work Term:** September 1, 2020 - April 30, 2020

*\*Applications are due by August 10, 2020*

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**Role Purpose:** The purpose of the Indigenous News Freelance Columnist is to create content, written or otherwise, relating to Indigenous news, perspectives and any other topic of interest. Content may also be written in Blackfoot or another Indigenous language. Written pieces will be submitted to the News Editor and Editor in Chief for general editing (grammar, readability, etc.) before publication. Content will be published online and in print.

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### Key Responsibilities;

- Meet content deadlines and produce quality work.
- Conduct any necessary research for articles. This could include holding interviews, taking photos, attending events and researching the topic.
- Attend short meetings to go over monthly content.

Essential Skills	Essential Attributes
<ul style="list-style-type: none"><li>• Strong written and verbal communication skills</li><li>• Well organized and able to work on a deadline</li></ul>	<ul style="list-style-type: none"><li>• Works well in a team environment</li><li>• A working knowledge of relevant subject matter</li><li>• Creative, cooperative and open-minded</li></ul>

**Work Hours and Schedule:** There are no hourly requirements for freelancers.

**Compensation:** \$80 per longform piece/\$35 per small piece

**Reimbursement:** The employee will be reimbursed for travel and other expenses incurred while carrying out responsibilities on behalf of the Meliorist Publishing Society, provided these expenses are approved by the Business Manager.

**Note:** The Meliorist Publishing Society is an equal opportunity employer. Hiring preference will, however, be given to students. The Meliorist does not tolerate racism, sexism or discrimination on any grounds.