



Writer – Position Description

Position Title: Writer

Reports to: Editor-in-Chief (Primary) & Business Manager (Secondary)

Work Term: July 2023 to April 30th, 2024

Work Hours: Scheduling is flexible, and hours will vary from month to month, up to a maximum of 15 hours. Staff will be expected to work from our on-campus office a minimum of 6 hours per month.

Compensation: \$20/hour

To apply, please send your resume and a writing sample to [hiring@themeliorist.ca](mailto: hiring@themeliorist.ca).

Application Deadline is June 26th, 2023. Any questions can be sent to [hiring@themeliorist.ca](mailto: hiring@themeliorist.ca)

Description

Writers are responsible for writing assigned articles and original content. *The Meliorist* produces a wide variety of content, including, but not limited to, news about the University of Lethbridge and greater community, social sciences, humanities, fine arts, science and opinion pieces. Writers are expected to conduct interviews, provide research with references, and maintain a high level of journalistic integrity. Training and professional development can be provided.

Key Responsibilities

- Meet content deadlines and produce quality work
- Develop and write assigned and original articles
 - Minimum of three articles a month
 - At least one major investigative piece per semester
- Conduct any necessary research for articles, including conducting interviews, taking photos, attending events and consulting first and secondary sources (and references)
- Attend regularly scheduled staff meetings
- Work with the entire team by providing regular office hours each month and collaborate on major articles
- Communicate regularly with the Editor-in-Chief

Essential Skills

- Strong research and critical thinking abilities
- Flexible and adaptable
- Strong written and verbal communication skills
- Well-organized and able to work on a deadline

Essential Attributes

- Works well in a team environment
- Creative
- Cooperative and open-minded
- A working knowledge of relevant subject matter
- Able to handle constructive criticism in a healthy manner

Note: *The Meliorist Publishing Society is an equal opportunity employer. Due to the nature of the publication, hiring preference will be given to current students or recent alumni of the University of Lethbridge. The Meliorist does not tolerate racism, sexism, transphobia, xenophobia, or discrimination on any grounds.*