



## THE CRESCENT FEATURES EDITOR

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*Marketing & Communications*

### **DESCRIPTION**

The A/C & Feat. Editor of *The Crescent* works under the editor-in-chief(s) and managing editor to oversee the articles written for and the design of the arts/culture & feature section of the newspaper.

This job entails editing written articles; quick correspondence with Crescent reporters, intern writers, and other editors; attending all meetings; offering article topics during meetings; writing several articles; designing the layout of the arts/culture & feature section; overseeing online beat articles, i.e. delegating articles and editing them for publication; and meeting deadlines in a timely manner.

### **QUALIFICATIONS**

Qualifications and skills required for this position include: being comfortable with editing, a good understanding of grammatical mechanics and journalistic feature writing, strong personal writing skills, knowledge of the AP style, promptness in responding to emails, clear communication skills, an eye for design with some familiarity with Adobe InDesign, and a willingness to learn and grow.

Applicants must be full-time students (minimum of 12 credit hours) in good standing with George Fox University for the duration of the time they hold their position. A minimum cumulative GPA of 2.5 is required at the time of application and must be maintained for the duration of the position.

### **TIME COMMITMENT**

- Around 10 hours per week on average (layout days may increase time)
- For payment inquiries, visit the ASC offices