MANAGING EDITOR

AY Media Group is looking for a Managing Editor to plan and manage all daily operations. The role combines the innovativeness of a writer with the practical focus of an operations manager. Responsibilities include suggesting story ideas for print and online; planning, assigning, writing, and editing content; controlling schedules; and enforcing and meeting deadlines. The ME will ensure that all articles are complete, accurate, and professionally written; collaborate with the President/Publisher and writers to determine issues’ content and topics; communicate with the production department daily, making sure our team is informed on timelines and layouts and managing editorial budgets; planning editorial content and scheduling writers, contributors, and photographers; and oversee and coordinate with the advertising coordinator. The ME will conduct weekly meetings with writers and contributors on the progress and quality of editorial content. We expect excellent organizational and leadership skills and a unique problem-solving ability. Attendance at events on behalf of the company will be required as needed. Required skills are: proven experience as a managing editor or relevant role; exceptional ability in copywriting and editing; proficiency in English; working knowledge of online platforms like WordPress and SEO concepts; a BA or BS in journalism or a relevant field. Please send resume and writing sample to vvowell@aymag.com (1).

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Volume 17, No. 42 October 19, 2022 • arkansaspress.org

Ads run free for members and students for six weeks. Deadline is Tuesday 10:00 a.m. Numbers in parentheses indicate weeks the ad has run. Email to info@arkansaspress.org.

*Based on a 2022 Statewide Study of Arkansas adults 18+ conducted by Coda Ventures.