
Print Incoming Senior Editor in Chief, *Scholars' Publications*

Position Description:

The **Print Incoming Senior Editor in Chief** is a two-year time commitment. They will work closely with the Online Incoming Senior Editor in Chief, any Senior Editors and the Scholar's Programs Coordinator.

Duties to Include:

- Effectively direct the team and produce the publication
- Liaise with managing editors and artistic director
- Assist with hiring the showcase team for 2017-2018 and 2018-2019
- Editing article submission and artistic contributor
- Work with senior editors and online incoming editors in chief and publications team in order to design layout of the issue
- Work with print editors in chief this in order to select articles for publication
- Meet required deadlines
- Lead each semester's meeting
- Lead senior leadership meetings

Requirements:

- Minimum 1-year experience, as a past Scholars' Publications team member
- A current Scholars' Programs student
- Ability to meet deadlines
- Must submit one creative writing article and one academic article or essay that they have written in the past year as part of their application
- Demonstrated leadership skills
- Excellent time management skills
- Ability to effectively problem solve
- Ability to communicate and connect with students, faculty and Western staff
- Attention to detail
- Excellent organizational skills
- Ability to create a vision and keep the team on track
- Identify and implement ways to effectively reach the readers

Hours:

An average commitment of 5 - 6 hours per week.

Pay:

This is a volunteer position.

Print Incoming Editor-in-Chief, *Scholars' Publications Application*

DUE: February 27, 2017 at 11:59PM

Full Name:

UWO e-mail

Faculty/Program

Year

1. Describe why you are applying for Incoming Senior Editor in Chief? (max. 300 words).
2. What is your vision for the Scholars' Publications (this includes Scholar's Showcase, the Leaf and the Publication House broadly)?
3. What are some things you would change about the past issue of our printed publications? (List at least 2).
4. Describe a time where you had to solve a problem with a tight deadline? What was your solution? What is one thing you would have done differently?
5. What is one thing you would like to accomplish in this role?
6. Please describe any relevant experience. (max. 300 words).
7. Please attach two recent writing samples (within the last year) with this application.

Please submit your application to scholarspublicationsuwo@gmail.com with the subject line "PEIC – [YOUR NAME]".

Thank you and good luck!