

Department of Marketing and Communications

Feature Editor

Tri Sigma's Department of Marketing and Communications is seeking alumnae eager to contribute to the connection and engagement of members by researching and writing articles to be featured in *The Triangle*.

We are seeking two volunteers to begin July 15th, who will be key in deciding the theme and contributing to the success of *The Triangle*.

The priority deadline to apply is July 1st, 2019.

Qualifications:

- Undergraduate degree attained, preferably in Journalism
- Experience and proficiency in use of AP Stylebook

Expectations:

- Participate in initial training with Director of Marketing and Communications to review responsibilities. Training will include integration into the editorial team, education on the timeline and process for content creation and production, as well as available resources to generate articles. Time commitment: 1 hour
- Conduct research or interviews necessary to produce articles and contribute to overall editing of each issue of *The Triangle*.
- Participate in team calls. Time commitment: 1 hour three times per year
- Adhere to strict content delivery deadlines of November 1st and May 15th.
- This role is a part of a **Standing Committee**, formed to do designed work on an ongoing basis. Term ends when volunteer chooses to resign, fails to meet expectations, or if the goals of the committee are determined to no longer meet the organization's needs.



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