

T STUDENT PUBLICATION OF CUYAHOGA COMMUNITY COLLEGE THE VOICE

Web/ Social Media Editor

Information and Application Packet

The Voice Student Newspaper

Students are protected in their exercise of freedom of expression by the First Amendment to the Constitution of the United States. Accordingly, the Department of Student Life is responsible for ensuring freedom of expression for all students. The student publication shall provide a full opportunity for students to inquire, question and exchange ideas. Content should reflect all areas of student interest, including topics about which there may be dissent or controversy.

The purpose of the student newspaper is to:

Inform the student body of a wide variety of issues concerning students as well as the educational environment

Provide not only a forum for the dissemination of information, but also an educational forum through which aspiring journalists – and other interested students - can learn about the craft of journalism

Serve as an important educational opportunity for numerous students to inquire, question and exchange ideas

Requirements

Tri-C student with at least six credits

At least a 2.25 cumulative GPA

Ability to work office hours of your choice during business hours (8:30am-5:00pm Monday-Friday)

Good Communication Skills

Ability to work under pressure and meet deadlines

Must be able to attend Staff Meetings & Joint Editorial Board Meetings (JNEB)

*No journalism/ past experience necessary

Other requirements based on position (see specifics below)

Roles and Responsibilities of the Web/Social Media Editor

The web/social media editor will work the editors-in-chief to post stories to the student newspaper website and place ads as specified by the advertising manager. The web/social media editor will coordinate all social media accounts to promote readership of the print and online versions of the newspaper. The web/social media editor is expected to spend ten hours per week on work related to the newspaper. Compensation: Web/Social Media Editor will receive class stipend, specific number of credit to be determined.

Applications due Friday, June 28 by 5:00pm to one of the following offices:

Metro Campus

Adviser- Melissa Swafford

216-987-3092

Melissa.swafford@tri-c.edu

Western Campus

Adviser- Stacey Renner

216-987-5460

Stacey.renner@tri-c.edu

Eastern Campus

Adviser- Sarah Szweda

216-987-2344

Sarah.szweda@tri-c.edu

2013-2014 Student Newspaper Staff Application

Name: _____

Student ID #: _____

Phone #: _____

Email Address: _____

Major: _____ GPA: _____

Campus(check): West Metro East

Circle which position(s) you are interested in: Editor-in-Chief Associate Editor
Layout Editor Advertising Manager Staff Writer

What experience(s) have you had that can help you in this position?

Interviews

All candidates will be required to interview with the campus Adviser. Interviews will be held once applications are received. Below, please list all of the open times you have each weekday during this time so we may schedule you for an interview.