Internews Job Description

Job Title: Community Editor, Listening Post Collective
Location: Inland Empire, California
Start Date: Feb 2022
End Date: Oct 31, 2022
LOE: 10-15 hours/week for 9 months
Rate: $40/hour

GENERAL FUNCTION
The Listening Post Collective (LPC) is looking for a thoughtful, creative, self-motivated person with professional news editing experience who is passionate about civic engagement and journalism and is knowledgeable about and rooted in California’s Inland Empire. The LPC partners with people and organizations across the United States to develop local news and information solutions that help communities thrive and we are working toward a future where civic power is strengthened by equitable civic media.

As part of this project, you will work with local public radio station KVCR, NPRs California newsroom, and a cadre of diverse local community reporters to develop original community news content for radio, digital, and other platforms. Your goal will be to develop story pitches from community media makers, with a wide range of experience, into professional journalism content that can inform Inland Empire audiences. This reporting will focus on the topic of Environmental Health and be done in partnership with KVCR, NPR, and LPC.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Work with a group of community journalists to vet and develop their pitches for an environmental, public health reporting project
- Provide editorial guidance during the reporting and story production process
- Work with NPR California Newsroom on sharing their topic related data with community journalists as well as organizing NPR-led skills workshops
- Assist project reporters in publishing stories about IE focused environmental and public health issues for the specific platforms that they specialize in (photo, video, multi-platform, print, audio)
- Partner with KVCR to determine how to distribute community reporter content via KVCR platforms (On-air two ways, website, newsletter, social media, events)
- Develop and implement social media engagement strategy (reimagining reporting with infographics, pull quotes and more) to share content more widely with IE residents
- Collaborate with KVCR and other relevant community actors in the planning of project related community events/forums
- Partner with LPC staff to manage participant story grants and invoices for this project
- Understanding of and demonstrated commitment to upholding Listening Post Collective/Internews’ Core Values
QUALIFICATIONS

Required

● Relevant University degree required (i.e. communications, journalism, knowledge management)
● 5-7 years of relevant experience in media or communication related NGO sector
● Comprehensive knowledge of California's Inland Empire and the issues unique to that region
● Experience designing and disseminating journalism via social media
● Proven ability to develop, edit and guide community-based reporting

Preferred

● Experience reporting on environmental and public health topics
● Experience with financial management
● Experience with event planning and/or arranging logistics
● Experience preparing expense reports and budgets

Level Of Effort

This position is part-time and will run from start date of Feb 1 through Oct 31st, 2022. Work hours are flexible, but generally kept to 10-15 hours a week over the course of this 9 month-project. Editor will be paid hourly at an estimated rate of $40/hour.

Submit

To submit your application, please send a copy of your resume and a one-page cover letter to info@listeningpostcollective.org. The deadline for applications is February 4th, 2022.