SENIOR EDITOR, MUNCHIES

ROLES AND RESPONSIBILITIES

- Responsible for the operation of the front page, works with MUNCHIES Editor-in-Chief on longer-term editorial planning, some video production, and technical improvements.
- Manage day-to-day content for MUNCHIES: scheduling, editing and publishing
- Scout and train new contributors
- Help oversee M’s social media presence
- Take lead in shaping M’s featured content
- Managing junior and beat editors
- High volume posting: 10 posts per week, emphasis on the culture and news traffic stream
- Publish archived content, including videos and posts
- Work with contributing editor, and Vice editors, on Vice.com publication
- Coordinate content with international Vice offices
- Basic tasks: keep site fresh (carousel), responding to editorial emails, etc.
- Occasionally being on duty at night and during some weekends, ensuring the website and editorial content is functioning smoothly

QUALIFICATIONS

- Bachelor degree required
- 4+ years of writing and editing for a website or similar publication
- Expertise with social media and the Internet
- Culinary experience
- A keen eye for offbeat and intelligent stories and writers
- Grace under pressure and an ability to bring fresh ideas, levity and focus to lively and dynamic work environment

HOW TO APPLY