Editor Job Posting

Community Journalism Program

HumanitiesDC's Community Journalism Program is a free 14-week training program designed to equip Washington, D.C. residents with the knowledge, skills, and mentorship to tell the stories that matter most to them and their communities. The program includes seven in-person workshops covering basic print journalism skills and best practices and six to seven small group training sessions. The workshops and small group training sessions are led by experienced local journalists.

Editor Position

HumanitiesDC is seeking an experienced editor to support the Community Journalism Program. The ideal candidate will play a vital role in shaping a new cohort of local journalists by helping them ready their stories for publication as they develop print journalism skills and report on a D.C-based news story.

This position requires a combination of editorial expertise, a collaborative spirit, and a passion for community-focused storytelling. We are looking for someone who has a proven track record in both editing and mentoring, particularly with freelancers, and possesses the ability to teach fundamental journalism skills to novices.

The editor will attend the first bi-weekly workshop, co-teach another workshop and host office hours for participants, as necessary, during the story editing period. The first of seven bi-weekly workshops is on Monday, February 10, 2025, at 6 p.m. and the program culminates in a final event the week of May 19, 2025.

Responsibilities

- Attend a virtual orientation meeting for the CJP team during the week of February 3, 2025
- Attend the first workshop on Monday, February 10 to meet the participants and participate in their orientation
- Lead a lesson on the editing process as part of a workshop (specific workshop to be determined)
- Assist participants in the editing process of their stories, offering constructive critiques to enhance clarity, accuracy, and engagement.

- Conduct at least two rounds of edits for each participants' story, which may require individual meetings with participants.
- Provide bi-weekly updates to program coordinators on the status of participant stories.

To apply for this position, please email a resume and letter of interest to the Programs team at programs@humanitiesdc.org by Monday January 6, 2025. We will review and respond to applications on a rolling basis.

Interviews: During the interviews, we will discuss the program, whether it's a fit for the applicants' background and experience, and the applicant's editing process, especially when working with inexperienced writers.

Compensation: This is a part-time contractor position and does not qualify for benefits. We estimate up to 30 hours over the program at a rate of $50 per hour.