**Sports Editor**

Stipend: $2500/yr

This position is open to all UP students. However, preference is given to applicants with relevant experience. The person in this position makes up part of The Beacon Editorial Board. In addition to Tuesday and Thursday all-staff meetings, Editorial Board members also have a required meeting on Wednesday nights at 7.

**Responsibilities:**

- Is responsible for all sports coverage including social media
- Attends staff meetings Tuesdays and Thursdays at 5:40 unless there is a conflict with a class and the editor-in-chief approves the absence in advance. Beacon staffers are strongly discouraged from registering for classes that meet during those times
- Serves on Editorial Board and attends Ed Board meetings on Wed. nights
- Plays leadership role as directed by adviser and editor-in-chief during Beacon Boot Camp training in August
- Assigns reporters sports stories and events on multiple platforms, enforcing deadlines
- Ensures sports coverage is accurate, fair, ethical and compelling, and allows for a wide range of representation of student athletes and student sporting activities outside the athletics department
- Edits and posts sports content throughout the week
- Monitors sports content for accuracy and promptly posts all corrections and clarifications in the sports section when warranted
- Reports and writes sports stories and columns regularly
- Introduces sports reporters to key personnel in the athletics department, especially sports information officials
- Assigns all sports reporters beats and monitors their progress
- Coaches reporters on interviewing, reporting and writing with assistance from adviser
- Ensures sports reporters follow best practices as journalists instead of playing the role of a fan in the context of their job at The Beacon
- Is available to reporters via phone, text, Slack and email and scheduled one-on-one meetings
- Monitors sports content for accuracy and promptly posts all corrections and clarifications for the news section when warranted.
- Oversees all recorded (podcasts, video) and live sports content
- Posts at least one multimedia piece (ie: video, slideshow) in the Sports section per week
- Generates original content ideas and coverage strategies for the Sports section
- Directs Community Engagement Editor on sports content in Beacon social media
- Coordinates with Multimedia Editor in assigning Sports section videos and photos
- Encourages and executes innovation in multimedia storytelling
- Manages time well; thrives on a busy schedule
- Must be able to handle stress well, including short deadlines
- May be required to report and write occasional news stories
- Must have at least a 3.0 GPA

**The ideal candidate**

- Has excellent writing and critical thinking skills
- Has a good understanding of most sports and takes the initiative to learn whatever is necessary
• Is insatiably curious, creative and proactive about learning
• Is a good listener as well as a natural leader
• Is dependable, considerate, ethical and emotionally mature
• Does not shy away from a challenge
• Can manage peers in a professional setting, holding them accountable
• Manages time well; thrives on a busy schedule
• Must be able to handle stress well, including short deadlines
• Reads journalistic media for fun and curiosity
• Keeps up with current events as well as the sports world
• Is excited about multimedia as well as writing
• Is a go-getter, strives for excellence, naturally goes above-and-beyond what’s expected
• Collaborates and communicates well in a team setting
• Is open to instruction