

avenue magazine

Position: Assistant Editor, *Avenue* Edmonton magazine
Location: Edmonton, Alberta
Posting Date: July 23, 2010
Deadline to Apply: August 9, 2010

Description:

Odvod Publishing Inc., the publisher of *Avenue* magazine in Edmonton, is looking for an Assistant Editor to fill a full-time position in our Edmonton office, commencing in mid-August.

We're looking for a tenacious writer and fact-checker, and someone with experience in online publishing to tend *Avenue* Edmonton.com regularly. Your responsibilities will run the gamut from researching, writing and fact-checking to administrative tasks, including website and database maintenance. You will participate in our regular brainstorm meetings to generate story ideas for upcoming issues. As well, you will work with the magazine's interns on fact-checking articles and developing and updating online listings. On occasion, the Assistant Editor will be required to represent the magazine outside of regular office hours at community events.

Avenue, Edmonton's pre-eminent city magazine publishes 12 issues annually.

Qualifications:

The successful candidate will have a post secondary education in journalism or a related field and at least a year of experience in print media. Candidates must research, write, edit and proofread effectively and have great communication skills. Experience with CP Style and writing for different audiences is necessary. Adobe InDesign and web publishing would be an asset.

We would like to thank all applicants for their interest in this position; however, only those who are considered for an interview will be contacted.

Salary is based upon experience.

Interested candidates should send their resume and cover letter along with three published articles by August 9, 2010 to editor@odvodpublishing.com, or to the address below:

Editorial Intern Position
Odvod Publishing Inc.
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