

POSITION: EDITOR, *UP!* MAGAZINE
PUBLISHED BY REDPOINT MEDIA GROUP INC.
LOCATION: CALGARY, ALBERTA
POSTING DATE: MAY 19, 2010
DEADLINE TO APPLY: JUNE 4, 2010



up! magazine, WestJet Airlines' award-winning monthly in-flight magazine, invites applications for a proven and experienced Editor.

This position requires at least six years' of senior editorial magazine experience (preferably with a newsstand publication; better still with a travel magazine) and a skill set that includes engaging and sophisticated writing, deft editing and managerial and organizational proficiency.

You also understand the DNA of an irresistible travel magazine—how to find the perfect local writer for a destination profile, the art of packaging content for maximum impact, enticing display copy, and knowing what works in print and what's better online.

This is a rare, high-profile opportunity to work with a small, energetic staff and plan the direction of a magazine brand that's read by more than a million people in print and online. As such, you will need to juggle multiple responsibilities, adhere to deadlines, frequently write for the magazine and website and communicate effectively to the team. This position offers competitive compensation, benefits, and yes, the ability to travel to WestJet destinations for work.

This position reports to the Publisher of *up!* Magazine and is based in our Calgary office.

RESPONSIBILITIES:

- Work with the editorial and art team to craft and establish stories and editorial plans for each issue, year-round. Produce the magazine monthly, on time and on budget
- Ensure client input throughout the production process
- Assign stories in concert with the Web Editor for both print and online platforms
- Provide leadership, direction and guidance to *up!*'s editorial team
- Manage freelance writers and translators; maintain and develop a base of freelance writers across North America
- Produce assignment letters for commissioned articles
- Proofread all copy through each proofing stage
- Manage the creation of content for several monthly magazine departments, including features

- Communicate with RedPoint's sales and marketing team, and WestJet, on editorial projects
- Collaborate with RedPoint's sales and marketing team for potential advertising clients
- Assign, edit and write monthly editorial including captions, headlines and cover copy
- Attend weekly editorial meetings and monthly brainstorming meetings
- Produce yearly editorial schedule for sales rates card
- Develop contacts in the travel industry
- Research travel trends to advance *up!*'s leadership position in the market
- Promote the company and the magazine at media and industry events
- Maintain and improve upon editorial standards and processes
- Ensure strict adherence to magazine budgets

QUALIFICATIONS:

- At least six years' experience at a senior editor level
- Substantive editing and copy editing expertise
- Extensive people management experience and leadership skills
- Experience in writing and editing for travel media is an asset
- A degree in journalism, English or communications is preferred
- Experience with Adobe InCopy and InDesign is a must
- Bilingualism (French or Spanish) is an asset

up! Magazine is published by RedPoint Media Group Inc. RedPoint is one of the largest independent magazine publishers in Western Canada. In addition to *up!*, RedPoint publishes *Avenue*, Calgary's premier lifestyle magazine, *Wine Access*, Canada's wine and food magazine, as well as publications for businesses, arts organizations and other clients. Please visit www.upmagazine.com and www.redpointmedia.ca for more details about the magazine, and our company. We provide a busy, dynamic work environment, the opportunity to work with a diverse, creative group of co-workers and managers, and a competitive salary and benefits.

This position requires the successful candidate to have their own vehicle or access to transit. Please apply with resume to Jackie Bernard, Manager, Human Resources, RedPoint Media Group by Friday, June 4, 2010 at careers@redpointmedia.ca.

We thank all applicants for their interest, however, only those being considered for an interview will be contacted.