

avenue magazine

Position: Editor, *Avenue Edmonton* magazine
Location: Edmonton, Alberta
Posting Date: June 17, 2010
Deadline to Apply: Monday, July 5, 2010

Description:

Avenue Edmonton—Edmonton's city magazine—is seeking an editor who is ready to take a growing city magazine to the next level. This position requires at least six years of senior editorial magazine experience (preferably with a newsstand publication; better still with a city 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 effective city magazine—how to find the perfect writer for an investigative feature, a fascination with a city's minute details, the art of packaging content for maximum impact and, of course, stepping up as the face of the magazine.

This is a rare, high-profile opportunity to manage a small, energetic staff and plan the direction of a magazine that represents one of North America's most dynamic and fastest-growing cities. As such, you will need to juggle multiple responsibilities, adhere to strict deadlines and communicate effectively. You don't need to *be* from Edmonton, but your love of cataloguing a city's urban landscape will make you a proud, plugged-in resident in no time.

RESPONSIBILITIES:

- manage the editorial process, including production schedule and content
- work with the Publisher and staff to establish yearly and monthly plans
- assign editorial stories on a monthly basis
- manage all freelance assignments and payment
- work with the Art Director and design staff regularly
- copy-edit/re-write editorial as necessary
- propose story ideas
- coordinate fact-checking
- attend weekly editorial meetings
- represent Avenue at industry events and TV/radio programs
- maintain and improve upon editorial standards and processes
- ensure strict adherence to magazine budgets
- manage all aspects of the editorial staff, including performance and responsibility awareness
- As this role includes a profile raising and networking component, there may be a requirement to participate with community events in the morning, evening or on weekends, outside regular business hours.

QUALIFICATIONS:

- at least six years experience at a senior editor level
- extensive people-management experience
- experience writing/editing for city magazines is an asset
- a degree in journalism, English or communications is preferred

Avenue Edmonton is published by Odvod Publishing in partnership with RedPoint Media Group Inc., one of the largest independent magazine publishers in Western Canada. A leader in our industry, RedPoint publishes *Avenue Calgary*, Calgary's premier lifestyle magazine, *up!*, WestJet's inflight magazine, *Wine Access*, Canada's wine and food magazine, as well as publications for businesses, arts organizations and other clients. Please visit www.avenueedmonton.com for more details about the magazine.

Please submit your resume with cover letter by Monday, July 5, 2010 to Orville Chubb, Publisher, *Avenue Edmonton*, at orville@odvod.com.

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