

MANAGING EDITOR

The ME is responsible for building and maintaining an efficient and inclusive newsroom. This editor is in charge of the newsroom and serves as the chief production office. The Crimson White is looking for a critical thinker and creative problem-solver who can work alongside the Editor-in-Chief to make any necessary structural changes. The managing editor is ultimately responsible for maintaining an up-to-date website, social media presence and making sure the print issue is both efficiently planned and produced and finished on deadline. This editor is also responsible for all editorial payroll matters.

Expectations:

- Assist the Editor-in-Chief with implementing any structural changes, as well as wide-scale hiring and recruiting processes.
- Oversee newsroom diversity efforts.
- Ensure the newsroom is adequately prepared and staffed on print production days.
- Oversee all newsroom operations.
- Enforce print deadlines.
- Fill out all necessary payroll information on a timely/monthly basis.
- Work directly on budgetary matters with the OSM professional staff.

VISUALS EDITOR

The visuals editor is responsible for the overall design of the print issue of The Crimson White, leading a staff of designers, illustrators and graphics artists. The visuals editor will be a visual communicator to make it easy and fun for readers to interpret hard-hitting stories. Flexible applicants are preferred. The CW is looking for someone who would seize the opportunity to get creative and have their work published. Knowledge of data visualizations, illustrations, Adobe programs and an eye for great design are pluses. An added bonus: coding experience, as it applies to data visualizations.

Expectations:

- Work with desk editors to ensure that every print issue of the CW is filled with informational graphics, excellent photography (along with detailed cutlines) and artwork.
- Oversee a team of graphic and page designers, ensuring there is a adequate designer presence in the newsroom during all production days.
- Maintain design consistency through the pages of the CW, and from issue to issue.
- Be consistent but bold in your design. Make sure designs are accessible to all readers by following ADA requirements.

- Ensure every focal point or CP on page one is clear, uncluttered and has both a headline and a deck (or subhead). Always remember that readers don't know what the editors know. We have to tell them.
- Make consistent, routine use of teasers on page one.
- Work with desk editors, the photo editor and multimedia editor to develop innovative and creative ways to tell longform stories.

OPINIONS EDITOR

Have opinions? The opinions editor is responsible for all content on the editorial and op-ed pages of the newspaper. The opinions editor is responsible for choosing a well-rounded group of weekly columnists and cartoonists to work for the section as well as editing any work that is sent in. The opinions editor is also responsible for consulting with the Editorial Board to write and plan weekly editorials. Columnist experience is preferred but not required.

Expectations:

- Actively seek out diverse writers to produce content for the Opinions pages, including tweets about major issues on campus.
- Utilize social media and work with desk editors to plan first-person essays related to campus issues. These essays should be written by students or faculty members who are directly affected by the issue at hand.
- Insist that columnists do original reporting instead of simply giving their opinions. Columns should be on timely topics and researched well, with original quotes from sources.
- Publish weekly “Our View” editorials with the full weight of the CW's Editorial Board.
- Recruit outstanding cartoonists and illustrators.
- Hold weekly budget meetings with columnists to address common mistakes and plan content.

CHIEF COPY EDITOR

Like grammar? Live for AP style? Hate Oxford commas? The Chief Copy Editor will assign initial edits to assistant copy editors. In a second round of edits, this editor will proofread every story and print pages to check for factual errors, grammar and AP style. This person will work on both print nights and should be available to edit online content throughout the week. Prior experience on the copy desk is preferred but not required.

Expectations:

- Ensure that stories are edited in a timely fashion for both print and online.
- Maintain AP style and CW style consistency throughout the newspaper's content.

- Make certain the copy desk is adequately staffed during print production days.
- Work with the managing editor to make sure that stories are not only filed on deadline, but are sent back to reporters ahead of time if there are problems that cannot be fixed in copy editing.

NEWS EDITOR

The news editor is responsible for all news content, both online and in print, for The Crimson White. In this position, you must be comfortable assigning and handling daily, enterprise and breaking news stories about local government, university administration and student life. This editor will edit stories for The CW's twice-weekly print product and daily online content.

Expectations:

- Be aggressive in reporting the news on a daily basis. Establish a strong beat system to do this, covering every college on campus as well as all aspects of student life.
- Make certain your reporters provide information for graphics with every story. No story should be turned in without some kind of graphic element, whether it's simply an information box or a fully-developed graphic.
- Provide a constant stream of daily posts on Twitter, Facebook and Instagram. These posts can be simply informational if there is no breaking news to report.
- Working with your reporters, enterprise at least three news stories for each print edition, gleaned from the beat system or from tips from readers or staffers.
- Enterprise stories regularly involving the major aspects of campus life: academics, housing, health, DEI, safety, environmental and financial matters.
- Ensure that at least one interview and/or event is videotaped or recorded for use online each week. Work with the multimedia editor in narrating and editing videos or podcasts.

SPORTS EDITOR

The sports editor is responsible for coverage of all sports and intramural athletic activities on campus. This editor should be comfortable with all major social media platforms and be willing to train reporters to be an authoritative online voice for all sports-related news. Sports editors should establish an effective beat system to ensure inclusive and enterprising coverage of all athletics, not just football and basketball. This editor should also actively seek out sports writers who are underrepresented in the field.

Expectations:

- Constantly push the envelope in finding creative ways to report sports news, especially for Gameday editions.

- Ensure that at least one sports interview and/or event is videotaped or recorded for online use each week. Work with the multimedia editor in narrating and editing video/podcasts.
- Ensure that all sports, not just football and basketball, are adequately covered on campus. Do this by establishing a strong beat system so that every sport is adequately covered.
- Ensure that every story is illustrated with photography, graphics or art—or often, a combination of them. Work with the visuals, digital, photo and multimedia editors in doing this.
- Take an urgent news approach to sports, especially online.
- Enterprise at least one major profile or story a week that is not connected to a news conference or game coverage. Go beyond news conferences and do great enterprise work.
- Ensure that sports information is posted daily on social media accounts.
- Find unique ways of covering away games in all sports, including the use of reporters at other college newspapers.

CULTURE EDITOR

The culture editor is in charge of the entertainment, lifestyle and non-news feature content of The Crimson White. From a new show opening to creating playlists, the culture desk editor should have a keen understanding of and a vast appreciation for Tuscaloosa's cultural scene. The CW is looking for someone with creative ideas who is also in tune with local and national entertainment and pop culture. Previous culture writing experience is preferred but not required.

Expectations:

- Recruit and train a diverse staff of contributing writers to capture the nuances of Tuscaloosa's cultural scene.
- Establish a beat system to ensure inclusive coverage of all campus cultural events, including but not limited to theater, dance, events put on by student affinity groups, visual arts and music festivals.
- Produce content that adequately covers a campus and city full of visual and performing arts, and many other cultural activities.
- Make sure stories are descriptive and set a scene. Find ways to nurture your writers' strengths and hone their styles.
- Work with the newspaper's visuals editor, photo editor and graphic artists to ensure that each story is illustrated in a lively, well-designed format.
- Work with the multimedia editor in assigning a videographer to accompany your writers on assignments. The newspaper should publish at least one culture-related video or podcast each week. Culture interviews, for instance, should be on video, narrated and edited for online use.

PHOTO EDITOR

Photographers capture the details stories cannot tell on their own. The photo editor is responsible for all still photography in the print and online versions of The Crimson White. This editor should recruit, train and manage a diverse and enthusiastic team of photographers. The photo editor is expected to build up a gallery of stock photos and assign photographers to events. This editor should also work with the visuals editor to come up with photo illustrations when. Although a photographer's priority is to shoot photos, knowing how to shoot and edit video is also encouraged.

Expectations:

- Ensure daily publication online of images from across campus. Make sure photographers take cameras with them across campus each day, and expect non-assigned, impromptu photos of campus life.
- Give specific direction to photographers on story assignments, based on discussions with the other CW editors in budget meetings.
- Ensure photography deadlines are met.
- Assign feature photography well in advance of the deadline.
- Have photographers on constant standby in case of breaking news.
- Make sure thorough captions are provided for photos that appear in print and online.

MULTIMEDIA EDITOR

The multimedia editor oversees all videography and podcasts online for The Crimson White. The editor is responsible for producing some media content while assigning daily and enterprise video assignments for staff videographers. We're looking for someone who is passionate about multimedia and is willing to collaborate with reporters, as well as other campus media outlets, to create content.

Expectations:

- Recruit and train videographers and audio reporters to capture high quality video and audio content. Make sure your staff is comfortable with filming live video in case desks need assistance with breaking news coverage.
- Help increase reader engagement by planning weekly social media callouts. Multimedia editors should seek out diverse voices for first-person features or video diaries.
- Work with the visuals editor and desk editors to come up with innovative and creative ways to tell enterprising stories. This could include more explainer videos, animations or longform podcasts.
- Make sure all transitions, graphics and fonts used are in CW style.