



JOB ANNOUNCEMENT

Associate Editor

RH Reality Check (www.rhrealitycheck.org) is an award-winning daily publication providing evidence-based news, analysis, commentary, and investigative reporting on reproductive and sexual health and justice, including the effects of race, class, and poverty on access to care, on health outcomes, and on reproductive choices. RHRC is an independent 501(c)(3) organization and an equal opportunity employer; we encourage applications from qualified individuals of all races, ethnic groups, and genders. We are a growing publication and will unveil a complete site redesign and rebranding in early 2016.

POSITION DESCRIPTION

Reporting to the Managing Editors, the Associate Editor will help expand the quantity and quality of RHRC's content as part of the site's growing editorial team.

The Associate Editor will:

- Assist in editing and publishing multiple news, commentary, and analysis pieces per day.
- Ensure accuracy and factual integrity in all stories.
- Follow and ensure content is consistent with RHRC's reporting standards and style guidelines.
- Write clear, effective headlines and teasers.
- Provide frequent reports back to the Managing Editors.
- Coordinate as necessary with other RHRC teams, including social media, communications, and operations.
- Assist with other editorial duties, as needed (e.g., maintaining our editorial calendar).

QUALIFICATIONS

The ideal candidate for this position:

- Has and can demonstrate a *minimum* of three years' editing and assigning experience, preferably online.
- Has experience editing features and long-form journalism, as well as opinion/commentary.
- Has experience working with writers and reporters at various levels of experience.
- Is extremely comfortable online and with social media.
- Is knowledgeable about and abides by journalistic ethics and reporting best practices.
- Works very quickly and can shift priorities on a dime.
- Has extremely high standards of quality and *very close* attention to detail.
- Is a self-starter with a strong work ethic, creative thinking, good organizational skills, and ability to work comfortably and effectively in a fast-paced environment.
- Has excellent interpersonal communications skills, is skilled in teamwork and collaboration, and can work either alone or as part of a team under (sometimes intense) time pressure to deliver great work with ease.
- Takes direction and critique with grace.
- Has demonstrated knowledge of reproductive and sexual health and justice issues.
- Is able to work remotely.
- Is creative, shares ideas, and has a strong sense of humor.

LOCATION

RHRC is currently a virtual organization, though this may change in the future. Candidates must be resident in either Eastern or Central time zones, able to work an Eastern time zone schedule, and have a home or other location with secure Internet access from which to work. **We regret we cannot consider candidates who cannot fulfill these parameters.**

COMPENSATION

RHRC offers competitive compensation and a benefits package that includes a 401(k) plan with employer contributions; health and dental insurance; flexible spending accounts; vacation and sick leave; and employer-paid life insurance, AD&D, STD and LTD. The salary range for this position is from the low fifties to the high sixties, dependent on skills and experience.

APPLICATION

Applicants should check the [RH Reality Check jobs page](#) to ensure that the position is still open prior to applying.

Please follow these instructions carefully. Qualified applicants should send an electronic package of materials to apply@rhrealitycheck.org; no phone calls or emails to staff please. Please note we **CANNOT accept your application if it is not sent in the following format, and does not include the following materials:**

- **Email subject line: MUST** include the title of the position for which you are applying: **Associate Editor.**
- **Body of the email:** The body of your email should be your cover letter, including a clear statement as to why you are interested in this position, why you want to work for RHRC, why you feel you are qualified, and a summary of your relevant experience. **Please do not send the cover letter as an attachment.**
- **Attachments:** Please include a current resume, three writing samples, and three recommendations able to speak to your skills and experience and who are willing to be contacted, including at least one reference that directly supervised your work.

We regret that we may not be able to reply to all applicants and that we cannot consider applicants who do not provide all of the above information.