



Job Announcement

Associate Managing Editor, *RH Reality Check*

Send applications to: apply@rhrealitycheck.org

RH Reality Check, an award-winning daily online publication, seeks the right person to join our team as Associate Managing Editor (AME). The AME will help sustain and build a rapidly expanding site dedicated to fact-based news, analysis, and commentary on sexual and reproductive health and justice issues. *RHRC* is an independent 501 c3. This is a full-time position, with a very strong preference for persons residing in or able to relocate to the metropolitan Washington, D.C. area. The opening is available immediately and will remain open until filled.

The AME works closely with the Editor in Chief. Her/his job duties include at a minimum:

- Managing and editing daily news clips and breaking news stories;
- Ensuring high-levels of quality, in regard to both editing and fact-checking, in the final product before publication;
- Identifying stories that must be covered and connecting with the right people to do so;
- Working daily with contract writers and community contributors and ensuring smooth communications with all parties;
- Managing issue-focused series;
- Issuing contracts and monitoring payments to reporters;
- Assisting with outreach to media and policy makers on our stories, and assisting with media releases;
- Managing and coordinating editorial meetings and writer calls;
- Finding and editing video clips and photos;
- Creating and/or managing social media campaigns;
- Assisting in the development of and reporting on foundation proposals and grants;
- Managing, setting up, and convening audio press conferences, and web chats;
- Ability to work off-site and be accountable to the team;
- Other duties and projects as assigned and as the site expands.

The person we are seeking has and is *able to demonstrate* the following qualities and experience:

- Excellent writing and interpersonal communication skills;
- Stellar editing skills and the ability to adhere to and refine style;
- Superb judgment on both editing and content;
- Knowledge of and commitment to reproductive and sexual health and justice issues;
- At least three years of experience writing and editing;

- Excellent news judgment, an understanding of online spaces and publications;
- A self-starter with a strong work ethic; a creative thinker; able to work comfortably and effectively in a fast-paced environment;
- Working knowledge of blog platforms, Twitter, Facebook, and other social media sites;
- Willingness and ability to work evenings when necessary and to work at least one weekend shift a month;
- Creativity and new ideas;
- Ability to take direction and critique;
- Skilled in teamwork and collaboration;
- A *strong* sense of humor;
- Able to work either alone or as part of a team under (sometimes intense) time pressure;
- Able to simultaneously multi-task (a critical aspect of this position);
- Able to deliver great work with ease and grace;
- A high level of energy;
- A high level of comfort working often behind the scenes.

Qualifications:

- Minimum three years' experience as a writer/reporter/journalist in relevant field.
- Bachelor's degree.
- Knowledge of basic HTML and CSS, social networking, online communications and media monitoring.

Compensation:

Salary range is wide to accommodate persons of different levels of skill and experience. Actual compensation will depend on skill, experience, and salary history. *RHRC* currently offers generous vacation benefits, as well as a 403(b) and health care reimbursement. Our benefits package is evolving as we raise additional funds.

Qualified applicants should send an electronic package of materials to apply@rhrealitycheck.org, including all of the following:

- An email cover letter indicating why you are interested, how you qualify, and your background in issues we cover;
- A resume demonstrating experience in editing and writing as well as in our issues;
- Three recent writing samples, and three recommendations who are able to speak to your skills and who are willing to be contacted.

We regret that we may not be able to reply to all applicants.