New College is Hiring!

New Beat Editor

Hours per Week: 5 hours
Hourly Wage: $14.00 per hour
Term: Fall/Winter 2017/2018

New Beat is New College’s student written newsletter. It is produced by students to be read and shared among the student community. Our focus is on student life and engagement, personal and professional development, and student-focused lifestyle articles that will educate and entertain.

For more information about New Beat, or to check out our past issues, please visit: www.yorku.ca/newcollege/beat.html

As the Editor of New Beat, you will …
- Produce a student newsletter monthly (Fall and Winter terms).
- Recruit contributions, cover events and conduct interviews within the New College community.
- Write stories for the newsletter that promote student engagement and student life.
- Work closely with Clubs, Student Council members, especially VP Academic and possibly Alumni.
- Layout and format the newsletter content.
- Assist with soliciting sponsors.
- Take photographs.
- Be a member of Student Council.

As well, you will …
- Make and edit monthly short videos.
- Recruit contributions.
- Select topics based on academic life for videos.

Qualifications:
- Preference will be given to a New College student;
- Superior communication skills (written and oral);
- Superior attention to detail;
- High proficiency using Microsoft Word, Publisher, Photoshop;
- Experience in special events an asset;
- Experience in video making/editing required.

Eligibility:
- Domestic students must meet Student Financial Services CLAY student eligibility requirements, including requirements for ongoing enrolment: http://sfs.yorku.ca/employment/clay
  Please complete your Student Financial Profile (SFP) for eligibility determination before your interview: http://sfs.yorku.ca/aid/sfp/
- International students must meet York International’s ISEF eligibility requirements, including requirements for ongoing enrollment: http://yorkinternational.yorku.ca/current-international-students/immigration-information/working-in-canada-opportunitiesandrequirements/
  Please submit your application to York International for eligibility determination before your interview: http://yorkinternational.apps01.yorku.ca/machform/view.php?id=16601

Deadline: 10:00 am, Monday, July 31, 2017: http://www.yorku.ca/newcol/forms/view.php?id=50
You will be required to upload your resume and cover letter. Please provide your student number on your cover letter.

Please Note: Late applications will not be considered.
Only those selected will be contacted for an interview.
Failure to follow the instructions laid out in this job posting, will automatically disqualify you from eligibility.
Training will be provided.

If you have any questions, please contact the Office of the Master, New College at: newcol@yorku.ca or 416-736-5233