

Melinda Beyerlein

From: Melinda Beyerlein
Sent: Tuesday, February 15, 2011 7:52 AM
To: Melinda Beyerlein
Subject: Jobs, Jobs, Jobs!

NEWS *from the* DEPARTMENT *of* COMMUNICATION

Jobs, Jobs, Jobs!

Bruce A. Austin baagll@rit.edu

16 February 2011

Full-time Position as Magazine Editor

Ithaca College seeks an experienced editor to assume principal responsibility for the ICView magazine, a quarterly publication with a circulation of 60,000. Manage all aspects of the magazine from concept through print production, periodic email newsletters, and website companion. Oversee freelance writers, serve as liaison between the freelancers, vendors, College, and design/production staff. Manage a team of editors on a variety of cross-platform projects for the Office of Marketing Communications and fulfill other writing and editorial duties as required. Qualifications: Bachelor's degree in journalism or a related field; a minimum of five years editorial experience with at least three on a magazine; excellent interpersonal, organizational and communication skills; detail-oriented. Apply online at www.icjobs.org and attach requested documents. Questions about the online application should be directed to the Office of Human Resources at (607) 274-8000.

Director of Alumni Communication, Full-time Position

The William and Mary Alumni Association at the College of William and Mary seeks a Director of Alumni Communications to coordinate, create, manage and execute all communications, publications and publicity for the Association. This position requires a communications professional with the ability to produce and direct comprehensive communications strategies that incorporate print, web, video and collateral media. The candidate must be a skilled communicator, experienced in all aspects of communication

including, planning, editing and publishing a print magazine. Candidates should have at least a Bachelors degree in Communications, Public Relations, Marketing or a related field with 5 - 8 years work experience in communications. Candidates will be expected to present a communications or media campaign they planned, created and executed; publications supervised and/or executed; and other examples of relevant communications work. For consideration, please send letter of application and resume to:

Karen R. Cottrell, Executive Vice President
William and Mary Alumni Association
Post Office Box 2100
Williamsburg, VA 23187-2100
Email: alumni.evp@wm.edu

Journalism Internships; 18 April Deadline for Application

Sigma Delta Chi, the national professional journalists organization, will sponsor 12 interns for The Working Press, a daily tabloid newspaper and online news site, that will cover the Excellence in Journalism 2011 conference. Collegiate student reporters, editors, photographers and designers are invited to apply for these select positions; the deadline for receipt of applications is 18 April 2011. Here's the link to full program description: http://www.infoed.org/new_spin/spin_prog.asp?01592

Part-time Marketing Assistant Position at RIT

RIT's E. Philip Saunders College of Business seeks a Marketing Assistant for 10 to 15 hours a week to help manage social media and related activities. Reliability and attention to detail are critical in this position. Responsibilities include: Help maintain social media sites; gather newsworthy items for inclusion in Dividends and other RIT/SCB news outlets; work with RIT's Advance database to verify or update information; assist at special events (take photos, registration, etc.). Desired skills: strong English writing skills (spelling, grammar, etc.); experience with Facebook, Twitter, LinkedIn, Flickr, Google Sites; proficient in Microsoft Office; able to work independently without close supervision

Interested? Please submit a resume, brief cover letter, and writing sample to Melissa Miranda, associate director of alumni relations, at mmiranda@saunders.rit.edu.

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