Publications Editor

OVERVIEW

The **Publications Editor** is responsible for overseeing the visual design of SCAD HoneyDripper's Zine development and bi-weekly newsletter. The Publications Editor ensures that publications have a strong, cohesive design aesthetic while maintaining content that is engaging and easy to read.

They work alongside HoneyDripper's Editor-in-Chief and Creative Content Editor to choose themes for each issue and oversee production. They organize each zine's design team and work with artists to create appropriate visual imagery for each story. **This position qualifies for a monthly stipend.**

Preferred skills include:
- Effective leadership
- Strong time management
- Clear communication
- Experience with Adobe InDesign, Photoshop, Illustrator
- Strong writing ability
- Ability to meet tight deadlines
- Willingness to learn AP Style

OVERVIEW

Specifically, the Publications Editor will do the following:
- Work **two to three hours per week**. Of that, two hours must be served in the Student Media Center or virtually as approved by the EIC and Director of Student Media.
- Work on one Zine per quarter and other marketing publications during active quarters
- Help choose the theme for each issue
- Assist with selecting content for Zines and design/ approve spreads
- Collaborate with artists and designers to ensure a cohesive vision
- Attend all meetings (Saturday Contributor Meeting), and notify the Editor-in-Chief at least six hours in advance if unable to attend
- Respond to all Discord email and other communication in 24 hours or less
- Perform outreach to recruit new contributors — class visits, other events, etc.

WHAT TO SUBMIT

Please submit the following in your application:

- Cover letter — clearly indicate which position you are applying for
- Three relevant portfolio examples — preferably publication design or graphic design
- Resume