

## Lantern Application for Editorial Positions

Send this completed application and appropriate attachments to hunt.754@osu.edu by the deadline listed on web page.

You will be contacted soon after the application is submitted.

You must be enrolled as a full-time student in good standing during the semester(s) of editorship.

You will find a description of the open positions on the next page. Please indicate position(s) of interest.

By filling out this application you waive your right to privacy under the Buckley Amendment for use of the information below by *The Lantern* hiring committee. This information will be shared with no one else.

Name: \_\_\_\_\_

Local phone: \_\_\_\_\_

Campus or local address:

\_\_\_\_\_

Major(s), Minor(s):

\_\_\_\_\_

Overall GPA: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

Expected graduation semester/year: \_\_\_\_\_

Position applied for:

\_\_\_\_\_

Additional position(s) of interest:

\_\_\_\_\_

## **ATTACHMENTS**

1. Attach a resume indicating the coursework (e.g. journalism courses you've completed and plan to take while editor) and experience (e.g. high school paper, previous Lantern experience, internships) that directly bears on your qualifications to be an editor. Feel free to include non-journalism coursework and non-journalism experience, as they seem appropriate.
2. Attach a letter addressed to the School Publications Committee explaining (1) why you want to be an editor (2) why you feel you are qualified to be an editor and (3) what changes, if any, you would like to see implemented at the Lantern.
3. Attach pdf's, links or word docs of relevant Lantern clippings of your work, videos or any other portfolio evidence of your journalism. If this evidence is online, provide us with the Web address.
4. Attach a list of the names, titles, organizations or companies, cities, states, e-mail addresses and phone numbers of two references. These should be people (e.g. instructors or employers) who can comment on your ability to perform the duties of editor.

**Please indicate which job you are applying for and any additional jobs of interest.**

## **THE LANTERN**

### **Arts+Life Editor**

This editor will arrange coverage for the arts and entertainment life across campus—including exhibits, performances, personalities, and facilities—to be published in The Lantern newspaper and online. Developing compelling features will be a big part of the job, as well as working with reporters on those features, reviews, and advances. The arts editor will oversee the work of the Lantern TV Arts and Life Producer and help coordinate the daily and weekly production of video content. The arts editor will supervise the staff of arts writers from the 2223 class each semester. He or she also will attend all story budget meetings. Requirements include a strong interest in all types of arts coverage, strong writing skills, a creative mind, a desire to edit other people to make them better writers, and the desire to work with the whole editorial team on making The Lantern products the best they can be.

### **Assistant Arts+Life Editor**

This editor will help the A+E editor perform the duties associated with that position.

### **Campus Editor**

The campus editor coordinates coverage of news that affects the Ohio State community, including on- campus events, off-campus news and breaking news. The campus editor will supervise 2223 reporters, assign stories, monitor the progress of the reporters, and enforce deadlines. The primary responsibility of the campus editor will be the day-to-day management of the reporters. The campus editor will oversee the work of the Lantern TV Campus Producer and help coordinate the daily and weekly production of video content. The campus editor will make qualitative judgments about the stories that the reporters turn in. The campus editor will report to the ME/Content and is responsible for getting stories onto [thelantern.com](http://thelantern.com) as soon as possible. The campus editor will be present at every story budget meeting.

### **Assistant Campus Editor:**

Assists the campus editor with assignments, laying out pages and producing content for the section in print and online. The assistant campus editor must also attend daily budget meetings.

### **Copy Chief**

This editor will review stories before assigning them to the copy desk. After copy editing, this editor should read every word of local copy and serve as the final stop in the editing process. This editor will supervise the Lantern Practicum copy editors each semester and work with the adviser and other editors to make sure the copy-editing experience is beneficial. This editor must know Associated Press and Lantern style.

### **Managing Editor / Content**

This editor reports to the editor in chief and is responsible for organizing written content in a way that reflects strong, professional standards. The editor will directly supervise the independent study reporters. The campus editor, arts editor and sports editors will report to this person. The editor will assist those editors in determining which stories the Lantern will cover.

The editor will assist those editors in the editing and packaging of stories. The editor will help determine where and how stories will be played in the paper. The editor will work with the ME/Design on the page-one play of stories and the headlines that go on those stories. The managing editor will also write stories on key campus topics.

### **Managing Editor / Digital (Multimedia)**

This editor, reporting to the Managing Editor / Content, has principal responsibility for the online version of the Lantern, and the production of content that will make the site compelling. The Managing Editor / Digital will help coordinate the efforts of the Lantern TV video producers to help produce compelling multimedia content for the website and to help coordinate news gathering activities of video and print reporters. This editor also will help coordinate production of podcasts, and help produce the emails sent to Lantern subscribers and must attend all budget meetings.

### **Managing Editor / Design**

This editor reports to the editor in chief and supervises the design editors. This editor oversees the design of the entire paper. The editor helps the Arts Editor, Sports Editor and Campus Editor with the design of their pages. This editor will design page one every night and coordinate with the ME/Content on the play of stories on various pages. This editor prepares front-page teasers or indexes and any standing graphics.

Required skills: Page design Desktop publishing Photoshop

### **Editor / Design**

This editor reports to the Managing Editor for Design helps lay out and design the printed paper. This editor also helps create data visualizations and information graphics including maps, charts and lists to accompany copy anywhere in the newspaper and the website

### **Web Design/Infographic Editor**

This person will assist the Managing Editor for Digital in the design of the web page and creation of all infographics prior to print nights. This editor will attend all pitch and budget meetings and be present on print nights to assist with the implementation and editing of infographics. This person will communicate with writers, editors, and the managing editor for digital to plan and create infographics to accompany stories ahead of time.

## **Social Media Editor**

This editor will supervise the Lantern and Lantern TV's social media channels, create posts and tweets and exclusive online content that help promote stories and attract online interest and interaction. This editor will help the multimedia editor produce quality content for [thelantern.com](http://thelantern.com).

Required: Proven Social Media Skills

## **Photo Editor**

The photo editor reports to the Editor in Chief and ME/Design, and manages the photo staff. This editor interacts with all section editors (arts/sports/campus) on a daily basis to not only edit their photos, and assign photographers for their stories. He or she must be a strong photographer and willing to shoot a variety of assignments. Knowledge/interest of photography from a technical standpoint is crucial. This editor must train the photo staff, the editing staff, the independent study students and the Comm. 2223/3326 students how to complete the electronic photo assignment forms. This editor makes sure that there is a photographer available to shoot photo assignments.

## **Assistant Photo Editor**

Assists the photo editor. Shoots and makes some photo assignments.

## **Sports Editor**

The sports editor is responsible for covering sports in a way that gives a total picture of the variety of varsity and club athletics on campus. He or she will provide extensive coverage of all Ohio State athletics through his or her own stories and through writers from the Comm 2223 class. The sports editor will assign stories to reporters and get results stories onto the web as soon as possible. The sports editor will lay out the sports pages, help select photos and serve as the final copy editor for those pages. The sports editor attends story meetings.

## **Assistant Sports Editor**

Assists the sports editor with assignments, laying out pages and producing content for the section in print and online. Must also attend daily budget meetings.

## **LANTERN TV**

### **Lantern TV Sports Producer**

The video producer reports to the sports editor to report and produce video packages that complement stories or exist as video stories on their own. The sports video producer will work with editors, reporters, freelancers and independent studies reporters to help them create video packages featured on Lantern TV's YouTube channel and on the lantern.com.

### **Assistant Lantern TV Sports Producer**

The video producer reports to the sports editor and LTV Sports Producer to report and produce video packages that complement stories or exist as video stories on their own.

### **Campus News Producer**

This video producer reports to the campus editor to report and produce video packages that complement stories or exist as video stories on their own. This video producer will work with editors, reporters, freelancers and independent studies reporters to help them create video packages featured on Lantern TV's YouTube channel and on thelantern.com.

### **Arts and Life Producer**

This video producer reports to the arts and life editor to report and produce video packages that complement stories or exist as video stories on their own. The Arts and Life video producer will work with editors, reporters, freelancers and independent studies reporters to help them create video packages featured on Lantern TV's YouTube channel and on thelantern.com.

## **SPECIAL PROJECTS**

### **John R. Oller Special Reporter**

This reporter works on long investigative or interpretive projects and assists, when needed, in the coverage of breaking news. This reporter answers to the ME-Content and will spend roughly 5 hours in the newsroom each week to work and coordinate efforts with editors.

### **Patricia Miller Special Reporter**

This reporter works on long investigative or interpretive projects and assists, when needed, in the coverage of breaking news. This reporter answers to the ME-Content and will spend roughly five hours in the newsroom each week to work and coordinate efforts with editors.

### **Lantern TV Special Reporter**

This reporter works on long investigative or interpretive documentary style video projects and assists, when needed, in the coverage of breaking news. This reporter answers to the ME-Multimedia and will spend roughly 5 hours in the newsroom each week to work and coordinate efforts with editors.

