



## POSITION POSTING

The American Angus Association is seeking candidates for an **Assistant Editor** position in its St. Joseph, MO office. Angus Media publishes the *Angus Journal*, the *Angus Beef Bulletin*, the *Angus Beef Bulletin EXTRA*, and the *AJ Daily*; and provides information through topic and meeting coverage sites and social media, as well as assisting in the communications and public relations function of the American Angus Association. This position will handle routine production duties of the *Angus Journal*. In addition, the position will involve writing assignments, handling monthly columns and travel to cover news events, conduct interviews and represent the *Angus Journal* and the *Angus Beef Bulletin* at appropriate functions. This is considered an entry-level position reporting to the Editor.

### POSITION RESPONSIBILITIES:

- Editorial production for the Angus Journal, including inputting, fact checking and proofreading stories; proofing layouts; and assisting the editor and the editorial team in moving pages through the publishing system.
- Gathering information for and writing news releases for American Angus Association programs and services with direction of the digital editor.
- Assuming responsibility for some regular columns, as directed by the editor. This will entail gathering and inputting pertinent information and writing summaries. It will also involve working with columnists to meet deadlines, formatting copy and putting articles into the Angus Journal proofing system.
- Feature and news writing, investigating leads, gathering information and writing feature and news articles for the Angus Journal, the Angus Beef Bulletin, the EXTRA and the AJ Daily. This includes photography and videography where appropriate.
- General in-office duties, including editorial planning, filing photos, assisting readers with article and photo requests, assisting editors in planning graphics for stories.
- Project assignments. Examples might include coordinating contest entries for Journal-sponsored contests, photography assignments to help illustrate an Association-sponsored brochure, responsibility for a topic site, or real-time coverage of an event.
- Travel to attend newsworthy press conferences, conduct story interviews and take photographs, etc., as assigned by the editor.
- Skills advancement. The employee will be expected to constantly improve skills to strengthen the editorial team. This includes reading the Angus Journal style manual, keeping up-to-date on current magazine editing philosophies and AP Style, practicing photography and in some cases videography, submitting entries into writing/photography contests, etc.

### EDUCATION/EXPERIENCE:

- College degree in ag journalism, ag communications, technical writing or closely related field. Animal science graduate with seedstock or commercial cow-calf background and proof of strong photo and writing skills would also be considered.
- Ag background, preferably in the beef industry. Seedstock experience would be a benefit.

Employees of the Association enjoy a strong benefits package including medical insurance, dental insurance, vision coverage, life and disability insurance and a 401K. Personal Time Off (PTO) is also included.

If you are interested, please submit a cover letter, resume and salary requirements to [careers@angus.org](mailto:careers@angus.org).

*The American Angus Association is the nation's largest beef breed registry with nearly 25,000 adult and junior members. The Association's goal is to serve the beef cattle industry, and to increase the production of consistent, high quality beef that will better satisfy consumers throughout the world. The Association is comprised of the parent company, the American Angus Association located in St. Joseph, MO, along with its four subsidiaries: Angus Genetics Inc., Angus Productions Inc., Certified Angus Beef LLC and the Angus Foundation. The American Angus Association is an EOE.*