**UPEI Student Union**

**Job Description**

Job Title: The Cadre Managing Editors

Reports to: The Cadre Editor-in-Chief

Position Type: Student Staff (Must be a full time student)

Work Location: WA Murphy Student Centre

Start Date: September 2nd, 2020

Compensation: As per the UPEISU budget upon approval

The Cadre Managing Editors are responsible for researching and writing articles regarding current events.

##### Responsibilities include:

* + Attend weekly staff meetings;
	+ Contribute news ideas;
	+ Research and write news articles as assigned;
	+ Edit articles submitted by volunteers;
	+ Take pictures or develop graphics to accompany article

Qualifications & Skills:

* Computer skills
* Strong interviewing and writing skills
* Editing skills

Deadline for application is **3:00pm on September 4th, 2020**. To express interest in this role, please direct your application form, resume and class schedule in confidence to:

UPEI Student Union Hiring Committee via email: hiring@upeisu.ca or in person at the Student Union office.

*Only applicants that have completed the application requirement will be considered for the position. Only those selected for an interview will be contacted.*