**Application For Assistant Opinions Editor**

**-**Academic Year: 2015-2016

**-Deadline for all materials to be submitted is Thursday, April 30, 2015 at 5 p.m.**

**-**Applications shouldbe emailed to Opinions Executive Editor Caroline Horswill at [caroline.horswill@marquette.edu](mailto:caroline.horswill@marquette.edu)

-Once the application is turned in you will receive an email to schedule an interview. If you are studying abroad a telephone or Skype interview will be arranged.

**Materials to submit by April 30 include:**

- Attached form

- Résumé

- Typed responses to the questions below

- At least 3 writing and/or multimedia samples

**Assistant Opinions Editor Job Description**

-Responsible for editing budgeted stories assigned for online and print. Edit for content, sentence/paragraph structure and AP Style.

-Help reporters with questions that arise when writing their stories, as well as provide feedback once stories are edited.

-Work one newspaper production one night a week (Wednesday nights). At this time assistant editors will edit stories to be published the following day and write page headlines/sub-headlines/captions. They will also set up articles for online viewing at marquettewire.org and schedule social media posts for the new content.

-Attend weekly opinions desk meetings to plan for the next week and provide story ideas.

**Assistant Opinions Editor For Marquette Wire**

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

Academic Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Minor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Overall GPA: \_\_\_\_\_\_\_\_\_\_\_\_ GPA in Major: \_\_\_\_\_\_\_\_\_\_\_\_

Year in School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campus Address: ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Questions**

1) Why are you interested in the position of assistant opinions editor?

2) What prior experiences have prepared you for this position?

3) Please provide a critique of the opinions desk. What is working? What could be improved?