**WIRE SPORTS STAFF APPLICATIONS (2017-2018)**

**What we need:**Assistant sports editors (2x), lead sports director, assistant sports director (2x)  
  
  
**ASSISTANT SPORTS EDITOR JOB RESPONSIBILITIES**

* Cover one of the major Marquette sports beats and produce stories related to that beat on a regular basis.
* Attend all sporting events for the assigned team and establish relationships with key people (coaches, players, SIDs, etc).
* Edit other people’s stories for grammar, spelling, AP style, syntax, etc.
* Read stories and assist in the construction of the weekly newspaper at “Late Night” meetings on Monday.
* Assist in the management of the Marquette Wire’s social media presence.
* Take part in as many of the Wire’s live sports broadcasts as possible, either as on-air talent or as production staff.
* Coordinate with the video desk and others to generate multimedia content. (THIS LAST ONE IS VERY IMPORTANT)
* **SPORTS DIRECTOR JOB RESPONSIBILITIES**(Italics are lead sports director only.)  
    
  - Cover one of the major Marquette sports beats and produce video stories related to that beat on a regular basis.
* Coordinate with the writer who shares your team’s beat to create multimedia stories. (THIS IS VERY IMPORTANT)
* Film, edit and voice a variety of video stories, including but not limited to: game recaps, analysis packages, features and interviews. Ideally, each director will produce at least two stories per week.
* Enterprise and execute feature story ideas, especially about things that no other media outlet covers. (Club sports, for instance.)
* Produce part of a weekly studio show, the Golden Eagle Sports Report.
* Edit stories written by volunteers and create graphics (Full screens, lower thirds, OTSs, etc.)
* Participate in the Wire’s live broadcasts of sporting events as on-air talent and assist with setup as needed.
* Utilize social media and SEO on YouTube to boost traffic on video stories.
* *Create a weekly video budget of stories and keep the content executive apprised of all activities.*
* *Lead the creation and maintenance of a broadcast schedule for the WMUR and MUTV live broadcasts.*

**THINGS THAT EVERY STAFF-LEVEL EMPLOYEE MUST DO**

* Share your content on social media and use keywords/tags to boost views.
* Have at least a basic proficiency in other people’s jobs as well as your own. It really helps your chances (and your career) if you can do a good video story as a print person and vice versa.
* Bring lots of story ideas to the table every single week.
* Mentor a freshman by taking him/her along on assignments, answering questions and teaching skills.
* Show initiative. If you know a job needs to be done and nobody’s around to do it, then step in and do it to the best of your ability.

**PLEASE SEND THE FOLLOWING MATERIALS TO**[**ANDREW.GOLDSTEIN@MARQUETTE.EDU**](mailto:ANDREW.GOLDSTEIN@MARQUETTE.EDU)

* The completed application form on the next page.
* The answers to the questions on the page after the application.
* Your resume
* Your website (if you have one; if not, don’t worry about it).
* Links to 3-5 published stories\*
* Your interview availabilities between (INSERT TIME) and (INSERT TIME)  
    
    
    
    
    
    
    
    
    
    
    
    
    
    
    
    
    
  \* Stories from multiple mediums (radio, print, TV, social, etc) would be preferred, but it is not a deal-breaker if you only have samples from one.

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POSITION SOUGHT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ACADEMIC MAJOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MINOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OVERALL GPA: \_\_\_\_\_ GPA IN MAJOR: \_\_\_\_\_

YEAR IN SCHOOL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-MAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STATE/ZIP: \_\_\_\_\_\_\_\_\_\_

**QUESTIONS FOR YOU:**

**1. Give me a brief overview of your relevant experience so far, both in student media and outside of it.**

**2. We’re trying to integrate print/radio/TV as much as possible next year as well as work social media into our reporting. What suggestions do you have to accomplish both of those?  
  
3. Marquette basketball just beat Villanova in the BIG EAST title game on a buzzer-beating three from Markus Howard. What should the Wire’s coverage look like? And what is your ideal role in that coverage?**

**4. What is your biggest critique of the sports desk, and how do we best use your talents to improve on it?**  
  
**5. What do you expect of me as a content executive? How can I best support the whole staff? (Be honest. I’m asking a lot of you, it’s only fair that you ask even more of me.)  
  
6. Which team or stories would you like to cover and why?  
  
7. If you don’t get the job for which you applied, would you be open to taking a different staff-level position? How about a reporter-level position?**