**Company name

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**Application for Content Coach**

This position is to be served for both the fall and spring semesters. Please read the descriptions below for further information on job responsibilities.

The following materials are required for all applicants:

● Completed application

● Resume

● Any additional materials that you think would support your application (Portfolios, websites, etc.)

Please send your completed application materials to Wire Executive Director Andrew Amouzou at andrew.amouzou@marquette.edu.

**The deadline for all materials to be submitted by is Sunday, December 11th at 11:59 p.m. CST. If openings remain after this date, application materials will be accepted on a rolling basis.**

Position Purpose:

The Content Coach for the Marquette Wire simultaneously serves as one of the organization’s top news content editors and as a coach for reporters, whether entry level or experienced. The Content Coach should be comfortable in the role of coach, challenging and guiding our journalists through the reporting process.

This position reports to the Executive Director of the Marquette Wire and works closely with the Managing Editor of the Tribune for related content, the Managing Editor of the Journal for related content, the General Manager of MUTV for related content and the General Manager of Marquette Radio for related content.

Nature and Scope:

The Content Coach will work individually with content creators by identifying areas for improvement and coaching them on how to elevate their work, with a focus on independent ideas and powerful enterprise reporting. She/he/they is expected to be knowledgeable about issues and events important to Marquette and higher education, and have excellent news reporting, editing, organizational and communication skills. Good knowledge of AP Style and fundamental newsgathering standards are a must.

The Content Coach is required to attend news desk meetings and late-night production of the Marquette Tribune, Wire all-staff meetings, and Wire student media training week (typically the week before classes begin).

Specific job duties:

● Guides our journalists by consultation and coaching before, during and after the creation of content.

● Works individually with content creators by identifying areas for improvement and coaching them on how to elevate their work.

● Identifies additional training needs of individuals and groups within the Marquette Wire and works with the Executive Director and branch managers to address those needs.

● In conjunction with the Executive News Editor, works with reporters to help them identify story topics that will resonate with our audiences and coaches them to execute those stories by delivering clear and complete news articles.

● Attends weekly news desk meetings, challenging and helping reporters develop independent enterprise stories focusing on issues important to our diverse constituencies.

● Attends weekly Late Night newspaper production sessions, as well as designated Journal production days, serving as one of the final fact checkers for stories.

● Attends weekly all-staff meetings.

Information for Executive Position, Marquette Wire

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ACADEMIC MAJOR(S):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MINOR(S): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OVERALL GPA (Optional) : \_\_\_\_\_\_\_\_\_

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

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

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

**Application Questions for Content Coach:**

1) What work within student media has prepared you for this leadership role, and what do want to accomplish if chosen?

2) Please provide specific examples of how you have been able to coach a fellow student and improve their work.

3) Explain any ideas you have about how you would go about training younger, less experienced staff members.