



## Staff Writer

### About Erskine College

At the heart of Erskine College is its Christian identity. The mission of Erskine College is to glorify God as a Christian academic community where students integrate knowledge and faith, equipped to flourish as whole persons prepared for lives of service, leadership, and influence through the pursuit of undergraduate liberal arts, graduate, and seminary education.

### Description

The staff writer will compose a wide range of stories for Erskine College and Erskine Theological Seminary, including news stories, event coverage, feature stories, and press releases. Reporting to the Director of Marketing and Communications, the staff writer will work closely with the Senior Editor for Marketing and Communications on writing, drafting, editing, and posting to the Erskine news site. The staff writer may occasionally take photos at events, write marketing copy, and make edits and updates to Erskine's website.

This is a full-time, on-campus position.

### Responsibilities

- The staff writer's primary responsibility is to write a wide range of stories for print and digital distribution, as assigned by the Senior Editor or the Director of Marketing and Communications.
- The staff writer will:
  - Conduct interviews for stories, whether in person, over the phone, or via email.
  - Attend events and take notes for stories.
  - Copyedit and proofread stories.
  - Post stories to the online news site.
  - Compile and edit stories and articles for *Inside Erskine* and *Grace and Truth*, Erskine's magazines
  - Occasionally travel to cover stories (typically within the state).
  - Occasionally take photos at events.
  - Make edits to or build pages on Erskine's website, as assigned.

- Write marketing copy, as assigned.
- Compile and edit college and seminary catalogs.
- Depending upon experience, the staff writer may oversee student writers.
- Other duties as assigned.

### **Qualifications**

- Bachelor's degree in communications, journalism, English, or a related field
- Facility in writing
- Excellent attention to detail
- Excellent knowledge of English grammar and the ability to understand and apply style conventions to writing
- 2-3 years' experience writing or editing in a professional context, preferred
- Knowledge of journalistic and feature writing, preferred
- Experience conducting interviews, preferred
- Photography experience is a plus
- Experience with website editing (especially Wordpress) is a plus
- A personal relationship with Jesus Christ
- Commitment to Erskine's vision, mission, and statement of faith
- Willingness to offer spiritual support to students and staff

### **Application Process**

To ensure full consideration, interested candidates should complete the online application, which can be found [here](#). In addition, please provide the following:

- Resumé
- Cover letter
- References (at least three)
- Two writing samples (journalistic or feature writing preferred)

Sending writing samples to Brianne Holmes, Director of Marketing and Communications at [holmes@erskine.edu](mailto:holmes@erskine.edu).