

STAFF REPORTER/WRITER

APPLICATION AND APPOINTMENT

Applications for the position of staff reporter/writer can be submitted any time between March 1 and April 15 to the student media coordinator. Applications are evaluated and ranked by the executive editor and student media coordinator. Appointments are announced on May 1.

QUALIFICATIONS

- A. Must be a full-time student with a cumulative grade point average of at least 2.3 unless waived by the student media coordinator.
- B. Must be enrolled for a minimum of nine hours.
- C. Must possess good citizenship and have a commitment as well as a healthy respect for upholding university policy regarding student media, which protects a free and responsible press.
- D. Must have worked as a correspondent for at least one semester.

TERM

The staff reporter/writer will serve from May 1 to April 30 of the following year. If he/she is interested in serving another term, he/she must reapply.

RESPONSIBILITIES

The staff reporter/writer is a writing position at the paper.

The staff reporter/writer will:

- A. Write two stories, at least 12 inches in length, each week.
- B. Meet with writing coach to receive direction for stories.
- C. Attach the story to the general assignment sheet after completion and place it in the copy editor's box.
- D. Send all stories electronically to the copy editors.
- E. Complete a major investigative or enterprise project each quarter under an agreed upon deadline with the university news editor or managing editor.
- F. Attend monthly staff meetings.
- G. Attend all workshops and classes as deemed necessary by the executive editor.
- H. Accept responsibility for any other duties as assigned by the section editor.