**The Rocky Mountain Collegian** 

**Life & Culture Director**

The life & culture director is a leader who oversees content production on the life and culture desk. The life and culture desk is a new concept *The Collegian* will begin, working to cover the intersection of news and arts and culture. The life and culture desk will focus on features, campus and Fort Collins life and events important to the culture of the area. The life & culture director maintains a presence in the newsroom and is actively engaged in and dedicated to the overall quality and production of content for *The Collegian’s* digital and print products. **The position requires a commitment of 10 hours per week of work-related duties with around 5 hours in the summer**. This is only a single position.

This position is a one-year appointment, contingent upon performance review or rehiring practice at the jurisdiction of the Editor in Chief.

**The ideal candidate possesses the following qualities:**

● Possesses a strong grasp on micro- and macro- editing and AP style sections relevant to the desk’s content.

● Thinks ahead and plans for success.

● Strong communication skills and an ability to make decisions under pressure. ● Effectively balances time commitments outside of work.

● Is actively engaged with, and has a strong understanding of, the local community, local events and social issues important to the community.

● Responsive to newsworthy events and prioritizes timeliness.

● Possesses a strong understanding of journalism ethics and its application to covering campus/local life and culture.

● Prioritizes teamwork to maintain an inclusive, professional culture on the desk. ● Shows interest in coming up with creative ways to build the new concept of the life and culture desk and work on longform feature pieces.

● Is flexible and willing to adapt to the changing environment of journalism and a college newsroom, which can include communicating and working during non-traditional hours.

**Main Responsibilities**

● Plans an appropriate amount of content for the week as requested by the editor-in-chief and managing editors, and takes responsibility for the desk in the event of mistakes and/or planned content falling through.

● Plans for multimedia coverage and packages by working with other RMSMC departments on a regular basis to maintain an engaging presence.

● Communicates frequently with managing editors about upcoming content and problems that could disrupt production.

● Encourages and nurtures new reporters and coaches skills.

● Actively and continuously seeks out new and underrepresented voices, story ideas and readers on campus and in the community.

● Encourages and requires reporters to take photos and short videos on assignment when appropriate.

● Assigns or approves pitches to reporters and monitors progress on stories. ● Helps brainstorm and create content related to life and culture for special editions.

● Assigns content focused on religions, holidays, the cultural aspect of cannabis, Fort Collins lifestyle and unrepresented voices on campus. 

**Managerial Responsibilities**

● Holds weekly planning meetings for the desk.

● Keeps reporters accountable for content production through the implemented feedback system as well as through direct communication.

● Applies for media credentials to ensure reporters have access to all newsworthy events.

● Completes payroll for the staff in a timely and accurate manner. ● Attends daily and weekly meetings established by the editor-in-chief and managing editors in order to communicate effectively with other editors. ● Edits one-on-one with reporters or provides feedback after editing remotely. ● When relevant, helps to develop, or assigns, specific beats to reporters in order to cultivate strong relationships between sources and reporters.

● Works with *The Collegian’s* visuals managers to create visual components of all their desk’s content.

● Professionally communicates with prominent members of the university, city and larger community, in order to build credibility as a publication.

● Holds weekly office hours to be accessible to reporters to provide feedback. ● Works closely with the News and Arts and Entertainment desks to determine what stories apply for each desk.

**Compensation**: Compensation will be $15 per hour. Employees are encouraged to apply for University work study.

**Work Study Disclaimers:** Colorado State University may conduct background checks on all final candidates. Employee Benefit information through Colorado State University can be found on HR’s Website: <https://hr.colostate.edu/current-employees/benefits/>.

**To apply**: Submit a resume, cover letter and three relevant clips to aseibel@collegian.com with the subject line: “Collegian 2025-2026 Application: News Editor.” Interviews will be scheduled and held by the Editor-in-Chief. Be prepared to answer questions regarding the attributes and responsibilities listed above. Positions will be open until filled, with a final deadline of May 5. Priority application due April 23.

***About Rocky Mountain Student Media***

*Rocky Mountain Student Media Corp’s Mission:*

*● Providing CSU students with hands-on, real world training to develop the skills needed for successful post-college careers.*

*● Delivering news, entertainment, and engaging content to the CSU and Fort Collins communities.*

*For a full EOE and DEI statement (and for other corporate info) visit:* [*https://rmsmc.com/documents/*](https://rmsmc.com/documents/)