

## **Writer/Assistant Editor for Austin-Based Publication/Nonprofit**

### **Opportunity**

Join dedicated publication team to write and edit articles and press releases for progressive science-based journal / magazine and website.

### **Education/Experience**

- BA in journalism, communications, English, or related field
- Prefer 1 to 2 years experience as a writer/editor, but would consider recent graduate with superior qualifications

### **Qualifications**

- Excellent writing, editing, and proofreading skills
- Capable of toggling between journalism and public relations writing
- Ability to interview sources, research subjects, create drafts, and incorporate suggestions from senior editors to produce quality articles
- Working knowledge of Microsoft Office (competence in Access and Excel a plus)
- Experience with CMS
- Ability to handle multiple assignments with regular deadlines, independently or with other team members
- Experience and/or interest in herbs, anthropology, biology, botany, and/or natural medicine

### **Benefits**

- Medical, dental, and life insurance
- Paid holidays, vacation, and wellness days
- Earth-friendly, casual work environment

### **Application Process**

Applicants will be required to submit writing samples, cover letter, and resume with references.

Send resume and salary requirements to [jobs@herbalgram.org](mailto:jobs@herbalgram.org). No calls, please. For proper routing, your subject line must contain Writer/Assistant Editor and your first and last names. Salary is based on experience and qualifications.