

News Editor *The Anchor*

The Anchor, the newspaper of the Diocese of Fall River, seeks an experienced and responsible news editor for a full-time position in Fall River. We are seeking a self-motivated and team-orientated individual of high integrity who possesses a great work ethic and is passionate about fulfilling “Christ’s work on earth!” The Diocese of Fall River is standing on the threshold of a life-changing chapter in its 118-year history, and we are looking for someone who is driven to be an integral part of this exciting team.

The Diocese of Fall River, established on March 12, 1904, serves Southeastern Massachusetts, Cape Cod and the Islands, and covers 1,194 square miles. This Catholic community is divided into five territories or deaneries; has 120 entities, such as schools, nursing homes, and cemeteries and 288,000 persons who worship in 70 parishes. *The Anchor* newspaper has been the foundational communication vehicle of the diocese since 1957.

Essential Duties and Responsibilities:

- Write stories covering the news and events of the Diocese of Fall River along with feature pieces highlighting parishes, schools, ministries and faithful women and men of the Diocese living out the Catholic faith in word and deed
- Provide photographic coverage of events and appropriate images to accompany written stories
- Possess a strong working knowledge of and respect for the Catholic Church and its Mission
- Generate creative and interesting story ideas
- Assist in editing news articles and columns for grammar and content.
- Work with Diocesan and parish leaders in the creation of story content that support the Bishop’s Mission and Vision for the Diocese
- Produce written and image content for print and online use
- Travel throughout the diocese for events and interviews
- Update social media and website accounts

Qualifications:

- Several years of experience writing articles/and or columns
- Bachelor’s degree in journalism, English, communications or related field of study or comparable experience required.
- Experience using In-Design or comparable layout programs in order to back-up the Editor/Production Manager as needed

- Proficient in the Microsoft Suite of products, including Word, Excel, PowerPoint, and Outlook
- Strong interpersonal and communications skills, both written and oral
- Self-motivated and able to work independently or as part of a team
- Ability to prioritize and manage several projects simultaneously in a fast-paced setting
- A practicing Catholic is strongly preferred.

Physical Conditions:

While performing the duties of this job, the person will work in the field significantly, traveling to cover assignments. When in the office, this person sits for extended periods of time working at a computer, stands, walks, communicates with others both on the phone and in person, stoops and bends for some filing, lifts no more than ten pounds and operates normal office equipment.

Work Conditions:

Environmental conditions are that of a normal office environment with the normal noise level of office equipment. The Diocese of Fall River offers a competitive compensation program and a including a generous paid time off policy. Please submit your letter of interest, resume and 2 published writing samples that best represent your work. to: Jennifer Oliveira jliveira@dioc-fr.org or via Mail: The Diocese of Fall River, 450 Highland Avenue, Fall River, MA 02720

Equal Opportunity Employer