

Digital Editor

The digital editor will co-edit *The Bite* and work with the editor and publisher to build sustainable digital platforms for *edible New Mexico* and *The Bite*. This includes working with staff and freelance contributors to develop and share artful, community-minded, diverse stories about food, drink, and dining in and around New Mexico.

What you will do:

- Collaborate with editor and publisher in editorial planning for *edible New Mexico* and *The Bite*
- Work with editor and publisher in strategic planning and production of all digital content
 - Co-edit *The Bite*, working with editor to develop editorial line-up and curate stories
 - Draw on experience, trends, and interests to develop new content for *The Bite*
 - Review stories as posted to *edible* website; collaborate with publisher and editor to strengthen digital presence
- Co-edit *The Bite* newsletter(s)
 - Develop and/or review weekly newsletter content
 - Lead news curation for weekly newsletter
 - Work with editor in planning and shaping weekly and bimonthly newsletter content
- Collaborate with publisher on social channels
 - Lead strategy for social
 - Draft and schedule social posts for *The Bite*
- Support production process for *edible New Mexico* as needed
- Learn editorial process and be able to take the helm in editor's absence

Qualifications we're looking for:

- Knowledge of the local foodscape; love of food and genuine care for those who help grow, prepare, and serve it
- Curiosity and commitment to explore local food and local food issues
- Experience writing and editing for publication, preferably with some work in food and/or agriculture
- Familiarity with trends in digital publishing and fluency in social media, especially Instagram
- Self-directed, with ability to manage long- and short-term projects and tight timelines
- Creative thinking and a sense of humor
- Attention to detail

Time Commitment

10 hours/week

Salary

\$21-28/hour