

**Times-Journal is seeking a managing editor.**

A managing editor administers the day-to-day operations of a publication and website. This includes generating story ideas; planning, assigning and editing content; commissioning stories and art; overseeing production schedules and editorial calendars; and supervising editorial staff and freelancers. The editor may also write copy, monitor and/or edit social media posts. Good communication skills, experience with Word, Excel, and InDesign a must. Competitive salary and benefits including: paid vacation, 401k match, holiday and sick days, Blue Cross/Blue Shield Insurance and more. If you are interested in keeping our community informed while encouraging and mentoring others to do the same, send your resume to [steven.stiefel@times-journal.com](mailto:steven.stiefel@times-journal.com)  
No Phone Calls Please  
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