



Position	<b>Section Managing Editor - Pulse</b>
Accountable to	Vibewire.net Site Editor
Remuneration	This is a volunteer position
Job Starts	April 2007
Duration	Ongoing
Commitment	8-12 hours minimum per week

#### Job Description

If you've been looking for an opportunity to make your mark on Australia's politics, ideas and media landscape, here's your chance.

Vibewire Inc, the non-profit organisation behind *Vibewire.net* <[www.vibewire.net](http://www.vibewire.net)>, Reelife Short Film Festival, *electionTracker* and *Interface Magazine*, is excited to offer this rare opportunity for a young person with a passion for politics, current affairs and ideas to be the Managing Editor of *Vibewire.net's* highly-regarded 'Pulse' section.

Over the past four years, Pulse has sent writers into the Federal Budget Media Lock-Up, arranged interviews with leading thinkers from Lewis Lapham to Robert Manne, and published articles on everything from the race debate, to Voluntary Student Unionism, to corporate law reform. Pulse contributors have gone on to write and work for organisations including the ABC, *Sydney Morning Herald* and *The Age*. The Pulse team were also largely responsible for the *electionTracker.net* project, where young writers traveled as part of the Prime Minister and Opposition Leader's press contingent for the first time.

We're looking for someone with vision, drive and loads of ideas and energy to take the section to the next level. As Pulse Managing Editor, you'll be responsible for all management aspects of the section – from communicating with, supporting and managing its editors on a daily basis, to conceiving new project ideas and strategies for the section and making them happen; from ensuring all published content meets the accepted standard, to working out the best ways to promote the section to both readers and writers. You'll also be expected to contribute ideas and feedback on projects across the organisation on our intranets and the *Vibewire.net* forums.

Vibewire passionately believes in the importance of creating opportunities for younger Australians 15-30 to express themselves on the issues and cultures they care about. All our projects are based on the importance of creating spaces and platforms for diverse young people to tell their stories, share their perspectives and create independent and non-commercial culture. We would expect applicants for this position to share this passion. Vibewire is dedicated to providing young Australians with innovative ways to create, share and discuss our culture and society on platforms that are non-partisan and accessible.

Your responsibilities will include:

- Helping develop and shape Pulse section goals and longer-term ambitions
- Managing, supporting and inspiring the Pulse editorial team.
- Overseeing the quality and quantity of content published in Pulse.
- Developing and executing special one-off project ideas for Pulse.
- Developing content and other partnerships with relevant organisations.
- Promoting the section to writers and readers to expand the number of people who contribute to and read *Vibewire.net*.
- Reporting to the Site Content Coordinator fortnightly, or as requested.
- Being actively involved in the Vibewire organisation Intranet.

- Working collaboratively and positively with other Vibewire team members
- Attending Vibewire's National Conference, to be held in Sydney over September 24-25 2005. (Costs will subsidised by Vibewire.)

#### Required skills/knowledge:

- Outstanding English and editing skills. The chosen candidate will be expected to be able to write at a professional standard.
- Experience in managing website content or print publications.
- Thorough approach and attention to detail.
- Desire and ability to "make things happen".
- Experience in managing small teams.
- Very familiar with the internet and methods of online communication, eg online forums, email, MSN.
- A passion for youth culture.
- A commitment to the aims and ideas of Vibewire

#### Remuneration

This is an unpaid volunteer position. However, there is an opportunity for stipends for special one-off projects where money has been sourced and is available through grants and sponsorship etc.

#### Work location

Vibewire is a national virtual organisation. This means that our people are based across the country and work together using virtual communication platforms and techniques. We currently have offices in Sydney and Adelaide and are working on setting them up in Melbourne and Brisbane. If you are located in any of these cities, you will be expected to use the office in your city as much as possible, to promote collaborative working and absorb the costs of involvement.

#### What training is provided?

- Induction into Vibewire Youth Services.
- Editorial style guide, and training on how to edit and upload articles to the CMS.
- Editorial charter providing full list of responsibilities (to be signed).
- Training in working in a virtual organisation with a community focus.

#### Application Process

To apply for this position, please email a cover letter outlining your suitability and interest in the position, along with a CV and sample of your published writing to [volunteers@vibewire.net](mailto:volunteers@vibewire.net). We will contact suitable applicants to arrange an interview. Applications close on April 2. If you have any queries about this position, please address them to [volunteers@vibewire.net](mailto:volunteers@vibewire.net).