

# News Editor, Capitol News Illinois

**Department:** Illinois Press Foundation

**Incumbent:** None, new position

**Reports to:** Editor-in-chief, Capitol News Illinois

**Job Grade:** Non-Exempt

**Salary Range:** \$70,000-\$90,000 plus benefits

Capitol News Illinois is looking to add an editor to help guide forceful investigative reporting, daily coverage of Illinois government and multimedia storytelling, with a focus on editing web copy.

The news editor will work with the editor-in-chief and the multimedia lead to edit and guide daily and long-term coverage of a team of 10 or more print and broadcast reporters ranging from Chicago to Carbondale.

The news editor will assist and sometimes lead the daily production of news, assign stories and, at times, coordinate with student interns and fellows. They will also work with our team of long-term, award-winning investigative and enterprise journalists, shepherding deeply reported stories from conception to publication. This will include collaboration with other newsrooms.

The news editor is a strong, positive communicator who can help journalists come up with ideas, work with them at every step of the reporting and writing process, make creative decisions about how stories should be presented, and partner with the editor-in-chief and multimedia lead, data reporters, designers and others to make stories captivate and resonate across multiple platforms. The news editor should be prepared to take a leading role in producing accountability stories and narratives during a major breaking story.

A successful candidate will thrive in a collaborative environment and work hard to develop talent in the newsroom. The person will embrace multimedia tools and be energized by the challenge of producing work that is revealing, exclusive and prompts change. **Investigative reporting, editing and project management skills are a must, as are knowledge of Illinois state government and a deep commitment to journalism that is fair and inclusive.**

## What you will do:

- Help edit and fact check daily stories while ensuring conformity with AP style.

- Help supervise, edit and professionally develop a team of investigative and enterprise reporters, while building fruitful relationships with journalists across the newsroom and partner newsrooms.
- Work collaboratively with other teams across the newsroom and partner newsrooms.
- Coordinate the long-term planning of in-depth stories, managing calendars, timelines and workflows.
- Assist the editor-in-chief with other newsroom management tasks, such as coordinating story plans and time off.

**What it will take to be successful:**

- At least five years' experience at a daily newspaper, magazine or web publication or the equivalent as an investigative reporter and/or news editor.
- Demonstrated expertise in investigative reporting techniques, strong news judgment, creativity and thoroughness.
- Ability to edit long investigative and narrative pieces to make them clear and compelling.
- Ability to collaborate with all newsroom teams and work in a fast-changing news environment.
- Knowledge of AP style
- A willingness to collaborate and flexibility to work with reporters of various experience levels and backgrounds.
- A willingness to work with and help shape the copy of student interns and fellows.
- Knowledge of Illinois state government

**About Capitol News Illinois**

Capitol News Illinois' coverage of state government is published in hundreds of media outlets from across the state. We produce print and digital content, podcasts, and broadcast journalism. Capitol News Illinois is committed to diversity and especially encourages members of underrepresented communities to apply, including women, people of color, LGBTQ+ people, and people with disabilities. Capitol News Illinois is operated by the Illinois Press Foundation. We offer a competitive salary and benefits. If you're interested, please provide a resume, a cover letter that outlines how you would

approach the job, and at least three examples of your work. Write to [jnowicki@capitolnewsillinois.com](mailto:jnowicki@capitolnewsillinois.com).