



KOINESÚNĒ
EDITOR INTERNSHIP
JOB DESCRIPTION | FALL & SPRING 2021

ABOUT KOINESÚNĒ

The Crossroad is a collection of resources that invites leaders to make choices that align with their true character and influence the world around them. Yellow Balloons is one resource that takes a deep dive into the three things you can control—one of the Servant Leadership Tools (another resource)—to explore the power of perspective to transform individuals and organizations. **Koinesúnē** is a new digital magazine to serve as this hub, a means to explore and discuss church structure and the effectiveness of The Body of Christ.

The magazine's name, Koinesúnē, is a word we created by combining the Greek words koinonia (fellowship/community) and dikaiosúnē (righteousness/harmony). The purpose of Koinesúnē is to help fan the flames of a great awakening, where Christian institutions realign with the purpose of church, the heart of The Body of Christ is elevated, more people come to faith, and the human spirit grows in service to God and one another. We hope to spend more time covering what is working than what is not working. Our goal is to celebrate the pursuit of authentic discipleship, wherever it is found.

As we hire writers and receive stories, we are seeking to hire an Editor to manage the editing process of the articles before publication.

REQUIREMENTS

- 20 hours per week
- Pay: \$20/hour. Also paid-per-article for any articles they might personally contribute to the publication. (More information on this structure can be provided).
- Internship credit (if desired)
- Communication and collaboration with Publisher and Assistant Publisher
- Must have your own computer

RESPONSIBILITIES AND DUTIES

- Editing all article submissions to prepare for publication
- Familiarizing yourself with our editorial standards in order to ensure published work aligns with the organization's mission, vision, and values.

- Managing relationships with writers to ensure articles are written and submitted properly.
- Help with process of story pitches if necessary
- Assigning pitches to writers, if necessary
- Ability to pick up a story pitch and write articles, if desired
- Collaboration and communication with Publisher and Assistant Publisher
- Work within systems established to ensure articles are pitched, submitted, and published properly.
 - Training and working regularly with Lumen publishing platform
- Willingness to expand knowledge by learning new skills and about new programs to implement into the role.

SKILLS AND QUALIFICATIONS

- Familiar with AP Style
- Experience working in journalism/at a magazine
- Not required, but helpful to have had published work
- Flexibility, organizational skills, adaptability, eagerness to learn and passion for journalism, ability to self-govern and ability to manage one's own time, collaboration with the team and writers