

# Job role: Music Editor-at-Large

**Reporting to:** Suyin Haynes, Editor in Chief

## **Benefits**

- Unlimited holiday policy
- Enhanced sick leave policy
- Monthly wellness sessions
- Flexible approach to remote working
- Employee EAP programme

## **Remuneration & Hours**

One day per week, 9.30am - 6pm

£27,500 paid pro-rata, expected annual take home: £5,500

## **Job description**

gal-dem is hiring a Music Editor-at-Large. gal-dem is a socially responsible organisation that spotlights and supports the voices and experiences of people of colour from marginalised genders through creativity that spans traditional journalism, audio and video.

The Music section at gal-dem has always played an important part of our identity as a brand, whether it's spotting up-and-coming artists, profiling big names, or exploring trends traditionally overlooked in mainstream music journalism. We are looking for a Music Editor-at-Large to lead on music commissioning, editing and writing, as well as support with industry connections across gal-dem's pillars of editorial, memberships and commercial. The successful candidate must demonstrate and continue in their work championing some of the most marginalised in society.

gal-dem's Music content is known for spotlighting up and coming artists and providing our audience with access to both established and newcomer talent in sensitive, authentic and insightful ways.

Familiarity with media law, sub-editing and digital publishing is highly desired, although training is available on the job.

## **Required work**

We're not looking for candidates to tick every box, but in the role you will be expected to rise to meet these expectations:

- Be responsible for commissioning, editing, writing and publishing the majority of your section's content across the site. The expected work for this per month would be:
  - 1 x big name profile **OR** 1 x up-and-coming spotlight piece (alternating monthly)
  - 2 x Five On It columns
  - 1 x trend piece / reported feature
  - Of the above stories, we would expect the Editor-at-Large to contribute to writing at least one of these pieces
- Identify the key voices gal-dem should be seeking to platform and find writers and first person experiences from within our communities.
- Generate and seek out original stories and content ideas not seen elsewhere.

- Keep a close eye on breaking news and the conversations happening within our communities on social media, in the news and in offline spaces.
- Acquire and nurture industry contacts who may want to publish exclusives with us, or who may want to partner with us for commercial projects, multimedia projects or members events.
- Use analytics and SEO to inform and improve the content we publish.
- Commission illustrations to accompany music content
- Help to manage and contribute to the annual gal-dem print edition.
- Forward plan content, formats and features or 'featurettes' up to six months in advance, which may involve collaboration with other editors

**Key skills:**

- Ability to commission, write and edit work with flair, precision and speed.
- Ability to manage long-form investigative work.
- Strong communication and collaboration skills with writers, colleagues and managers.
- Ability to generate fresh ideas that will keep the team on their toes.
- Understanding of SEO and content management systems and processes.
- Understanding of media law.
- Adherence to commissioning processes and use of spreadsheets.
- Truly believes in gal-dem's values and mission statement

**Requirements/Qualifications:**

- A minimum of two years working within journalism in a writing or editing role.
- Be eligible to work within the UK

We believe that our role in media is to give a voice to the people of colour we serve as a platform and respect the diversity within this — including members of the LGBTQI+ community, people from working class backgrounds and disabled people. We strongly encourage applications from people with these identities.