

Journalism Editorial Positions

Online Editor-in-Chief (Leadership Team)

- Oversees production of online edition and plans online publishing schedule.
- Makes final content decisions for online edition.
- Reads and critiques all stories during all stages of the writing process for stories slated to go online.
- Makes the journalism top extra-curricular activity and publishes multiple pieces of content on the web every day of the school year.
- Ensures that all content is published in a timely manner
- Coordinates all journalism social media accounts

Print Editor-in-Chief (Leadership Team)

- Oversees production of print edition.
- Makes final content decisions for print edition.
- Reads and critiques all stories during all stages of the writing process for stories slated to go in print.
- Makes the journalism top extra-curricular activity and gives journalism press nights priority if there are conflicts in scheduling with other activities. Stays at press night until the bitter end.

Magazine Editor-in-Chief (Leadership Team)

- Oversees production of quarterly magazine.
- Makes final content decisions for magazine.
- Reads and critiques all stories during all stages of the writing process for stories slated to go in magazine.
- Makes the journalism top extra-curricular activity and gives journalism magazine priority if there are conflicts in scheduling with other activities.
- Manages production and layout of magazine.

Managing Editor (Leadership Team)

- Knows about every story being written and serves as the gatekeeper for story assignments.
- Runs the planning site.
- Accountability and Coordination.
 - Ensures deadlines are being met by both writers and section editors.
 - Ensures stories are published in a timely manner.
 - Aids in communication with photo, video, and graphic design classes
- Makes the journalism top extra-curricular activity and gives journalism press nights priority if there are conflicts in scheduling with other activities. Stays at press night until the bitter end.
- Assists with page production and online publishing as needed.
- Coordination

Section Editors

- Plan, coordinate, and oversee production of content for section for both print and online.
- Critique writers' stories the same day they are submitted.
- Read and critique all stories for section multiple times throughout the writing process.
- Attend every press night and stay until pages are finished, proofread, and printed.
- Positions Available: News (2), Student Life (2), Sports (2), In-Depth, Features/Cover, Opinion, A&E, TC Scene, Humor, Fashion, Health

Social Media Manager

- Makes sure all journalism social media accounts are updated regularly: Twitter (bsmknighterrant and ke_sports), Facebook, Instagram, and others (Vine, Pinterest, Google Plus).
- Gets journalism staff members to promote journalism content on their personal social media accounts.

Online Copy Editor

- Reviews all stories as they are published online to ensure quality and standards in writing.
- Has an impeccable grasp of grammar and spelling.

Sports Web Manager

- Adds all sports schedules to the website, and updates website daily with results.
- Adds rosters for all sports to the website

Journalism Editorial Positions

Photography Editor

- Coordinates photos needed of print and online editions.
- Coordinates photos needed for graphic design class.
- Maintains a standard of photography for the journalism.
- Ensures photos are assigned to and taken by members of the photography class.
- Ensures photos are properly uploaded in the correct formats on the planning site before deadlines.
- Runs the journalism Instagram account.