



# Photo Editor

Application Due by Friday Feb, 16, 2026.

PLEASE EMAIL APPLICATION TO [editor@scaddistrict.com](mailto:editor@scaddistrict.com)

## OVERVIEW

The **Photo Editor** is responsible for all photographic content appearing on District's main website and social media. They work directly with the Chief Multimedia Editor and Chief Social Media Strategist to create and organize photographs for online publication. They delegate work to Photo Contributors when available.

Primarily, they are responsible for ensuring all articles, columns and social media posts have high-quality photographs. Additionally, they work with the rest of the Visual Media Desk to brainstorm ideas for possible content. As well as assisting with the creation of long form content and photo essays. **This position qualifies for a monthly stipend.**

### Preferred skills include:

- Experience in photography and/or videography
- Detailed understanding of photojournalism ethics
- Strong, effective leadership
- In-depth understanding of photography
- Experience with WordPress
- Knowledge of AP Style
- Ability to work under tight deadlines

## RESPONSIBILITIES

Specifically, Photo Editor will do the following:

- Work **two to three hours per week** with one hour served in the Student Media Center — when back on-ground and allowed to have in-person meetings
- Exercise final approval on all photographic content published on the website
- Work with the Chief Multimedia Editor to monitor visual content
- Create a minimum of one photo pitch for contributor meetings each week
- Pitch two feature stories to editorial staff each month
- Pitch three photo essays per month
- Research other student-run news publications and professional news sources for

ideas and growth strategies

- Produce content — photo, writing, etc. when needed
- Attend all meetings (Sunday Editors' Meeting and Wednesday Contributor Meeting), and notify the Editor-in-Chief at least six hours in advance if unable to attend
- Perform outreach to recruit new contributors — class visits, events, etc.

## PLEASE SUBMIT

- Cover letter — clearly indicate which position you are applying for
- Three relevant portfolio examples — photojournalism, news writing, documentary video are preferred
- Resume