



## Vacancy

### **Editor, Engineers Journal 2 years, Fixed-Term**

#### **Background**

Engineers Ireland is the professional body for engineers and engineering in Ireland. With over 23,000 members across the island of Ireland and overseas, we focus on the promotion and development of all disciplines of engineering, working collaboratively with industry, educational institutions, state bodies and the public service. As one of the country's largest and longest-established professional bodies, we liaise closely with the engineering community to act as the voice of the profession and to promote excellence through a programme of ongoing accredited professional development and certification.

In 2016 the organisation expanded its Marketing and Communications Team to ensure it is best positioned to address the future needs of its members and the industries and institutions with which it works. The organisation is now seeking to appoint an **Editor of its Engineers Journal** to join the team.

#### **Role**

The Engineers Journal has been the technical publication for the engineering profession in Ireland since the 1940s. It is published by Engineers Ireland and made the successful transition to a digital-only publication ([www.engineersjournal.ie](http://www.engineersjournal.ie)) in March 2013. The Engineers Journal is a key member benefit and information portal, providing accurate, timely, relevant information, news and views about the engineering industry to our members. A new edition is published twice a month.

An opportunity is now available for a talented Editor to commence work ideally in January 2018 on a two year fixed-term basis.

The Editor reports directly to the Marketing and Communications Director.

The Editor will be a member of the Marketing and Communications Team. This team is responsible for leading the development and implementation of the organisation's corporate communications, strategic marketing and stakeholder-engagement policies and activities with the aim of further enhancing and strengthening the Engineers Ireland brand. The team has a key role in both raising the profile of the organisation and growing the membership across a diverse range of engineering disciplines, in close collaboration with the Membership team. Other team activities include media relations, corporate event management, marketing, commercial sponsorship and partnerships, public affairs and digital communications, including the main organisational website, [www.engineersireland.ie](http://www.engineersireland.ie) (which is currently being redeveloped).

This is a wonderful opportunity to work within a dynamic team and to further strengthen and develop the Engineers Journal's offering, continuing its tradition of publishing quality, engaging articles enjoyed by our membership. As Editor you will be responsible for the whole publishing process from proactive initial research of potential articles, through to commissioning, submission of same and/or undertaking interviews, through to final edit and publication online. As Editor you will work very closely on the weekly programme of work with the Deputy Editor and Digital Communications Executive.

The successful candidate will also be a member of the Operational Group for the organisation's current website redevelopment project, representing [www.engineersjournal.ie](http://www.engineersjournal.ie).

### **Main Responsibilities**

- Write, collate, create and curate news and features for digital presentation on [www.EngineersJournal.ie](http://www.EngineersJournal.ie). The editor will also produce a fortnightly *eJournal*, which is issued to attract readers to the latest edition. This *ejournal* goes to over 23,000 members of Engineers Ireland.
- Forward plan, i.e. prepare editorial plans, identifying and researching topical and engaging engineering –related features to ensure strong pipeline of articles.
- Undertake feature commissioning and news gathering.
- Write, edit, sub-edit content to a high standard, making corrections to text and finalising published content where required.
- Work closely with the Deputy Editor of the Engineers Journal, providing clear instruction and support.
- Maximise analytics and SEO opportunities. Report/ present on metrics to the team's Director/others.
- Build, develop and maintain excellent relations and contacts with engineering clients, press officers, industry associations and PR firms.
- Proactively manage and grow client relationships i.e. with our writers-base, our member-readers and the engineering industry.
- Manage digital content using CMS and other digital software.
- Troubleshoot problems with readers' digital access.
- Monitor web traffic, SEO and also manage and respond in a timely way to readers' comments.
- Source images and edit same.
- Ensure all information that is published is clear, concise and adheres to style and guidelines.
- Be the contact point for, and work with, the voluntary Editorial Board of the Engineers Journal.
- Collate, edit and produce end-to-end, other team-related content i.e. Brochure for the Engineers Ireland Annual Conference and our Excellence Awards Brochure.
- Represent the organisation at industry events/ or host as required.

### **Experience and skills**

- Solid editorial background. Candidates should be able to demonstrate experience in print/digital publishing (a minimum of three years as a full-time Editor).
- Relevant third level qualification in the arts or journalism or communications or engineering.
- Comfortable working with content management systems particularly Word Press. Additional software skills would be an advantage: for example, Dreamweaver, Adobe Photoshop, Picture Manager, iMovie.
- Excellent writing skills and interviewing skills.
- Sound editorial judgment is essential. Attention to detail is of paramount importance.
- Proven creativity and resourcefulness.
- Commitment to quality, accuracy and consistency.
- Ability to proactively manage the commissioning process to ensure a strong pipeline of articles across a range of engineering disciplines.
- SEO and Google analytics skills.
- Video editing and post-production skills (iMovie and/or Premiere Pro).
- Strong communication and interpersonal skills; ability to build good working relationships within a team and within Engineers Ireland, and to also contribute to the overall work output of the team as required.
- Ability to work to strict deadlines.

- Proactive approach to problem-solving.
- Ability to think commercially, manage advertorial content and contribute to the business growth development agenda of Engineers Ireland including the member growth agenda of the organisation.
- Excellent project-management skills and the ability to multi-task.
- Commitment to the values of Engineers Ireland – progressive, community, trustworthy and excellence.

**Desirable attributes**

- Interest and curiosity in the exciting world of engineering and technology, across multiple disciplines if possible.
- Awareness of industry trends and developments.

The Editor is based at Engineers Ireland's office at 22 Clyde Road, Ballsbridge, Dublin 4.

Apply by email only please, including a cover letter (outlining your suitability for this role) and a CV, in the strictest confidence to Michelle Hoctor, Marketing and Communications Director, Engineers Ireland, [mhoctor@engineersireland.ie](mailto:mhoctor@engineersireland.ie)

Applications to be submitted by **10:00 a.m. Monday 8 January 2018**. Interviews will take place 11/12 January.

**Engineers Ireland is an equal opportunities employer.**