

TITLE: Staff Writer

DEPARTMENT: Editorial

POSITION TYPE: Full-Time

SUMMARY: PhillyVoice seeks an eager and efficient experienced staff writer to find the most interesting news and information from around the region and use it to create smart, accurate and compelling stories for the readers of our website. Our best content stories can be local news that resonates more broadly and national stories that resonate locally. The ideal candidate will be comfortable and efficient at curating information, and as needed, original reporting.

Principal Responsibilities

- Write clear-eyed context and commentary for the articles being linked to, across many topics – including news, health, sports, events, and culture. On a daily basis, staff writers are responsible for the majority of non-sports content on PhillyVoice.com.
- Use social media to share content and find new audiences.
- Update website with fresh content regularly each shift, across multiple channels.

Requirements

- Must have demonstrable professional writing experience at a digital, high-volume, fast-paced news organization. The ideal candidate will have worked at least 1-3 years as a journalist.
- A bachelor's degree is preferred.
- Should have experience using a CMS. This includes adding photos; writing headlines; and embedding videos and social media posts in articles.
- Must be creative (as it relates to idea generation and writing skills); have solid communication skills; be a strong team player; and have the ability to work autonomously (whether remotely or in the office) in a fast-paced environment.
- Knowledgeable of SEO best practices and comfortable with HTML.
- Knowledge of the Philadelphia/South Jersey region is strongly preferred.
- Must be willing/able to work early mornings and/or evenings and weekend shifts.
- Must be willing/able to remain in stationary position, often sitting for prolonged period of time.

Working Conditions

- Remote/co-working/shared office environment with moderate noise level; Able to work remotely on certain days with manager's approval.

References will be checked for all applicants.

*To be considered, send **resume and writing samples** to jobs@PhillyVoice.com. Please include "Staff Writer" in the subject line.*

This position reports to the Managing Editor.

PhillyVoice is proud to be an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, age, disability, sexual orientation, gender identity, veteran status or any other status protected by law.