

### **LASIG Newsletter Editorial Team Member**

LASIG is looking for an additional editor to join our newsletter team. The newsletter, *Independence*, is published twice a year as an online magazine.

#### **Responsibilities of the role include:**

- Contacting potential authors and soliciting contributions
- Proofreading, editing and formatting articles in conjunction with authors
- Liaising with other committee members for SIG announcements and editorials

#### **The ideal candidate for the position would:**

- be comfortable formatting and laying out content
- be able to find contributors and follow up with them to ensure they meet deadlines
- be able to help produce two quality newsletter issues each year
- have a good eye for detail and accuracy, especially when proofreading and formatting
- attend committee meetings and stay in contact with the SIG committee
- current IATEFL LASIG membership

This is a volunteer position. We are a close team and can offer you support and camaraderie.