

Managing Editor

Texas Catholic Herald

1700 San Jacinto
Houston, Texas 77002

Summary:

The Texas Catholic Herald, a 72,000-circulation newspaper in Houston, seeks a dynamic Managing Editor to lead the paper to continued excellence. This position will be responsible for the production of the Herald, from start to finish. A strong background in reporting, writing, editing, design and digital media is essential for this person, who will manage the day-to-day operations of this bi-weekly publication.

The Managing Editor is accountable for providing effective author and story development; designing vibrant, reader-friendly pages; writing occasional stories for the Herald; and working as part of a team to ensure top-notch editorial content for the official newspaper of the Archdiocese of Galveston – Houston.

Education/Experience:

The right candidate will have a deep interest in Catholic thought and trends. He or she must hold a Bachelor's Degree in journalism or related field and at least 3 to 5 years experience as an Editor, Copy Desk Chief or Copy Editor/Page Designer at a daily newspaper or magazine, or as an Editor at a trade publication or weekly publication. Experience managing editorial staff/freelancers and page design experience is essential. Must have demonstrated skill for combining photography, graphic elements and typography in a print publication and fluency in digital media (assigning, editing, producing and uploading content for the Web). Proficiency with Adobe InDesign and Photoshop is required. Work with an internal communications publication preferred but not required.

If interested, please send a cover letter, resume and samples of published clips via email to hr@archgh.org. Please put "Managing Editor" in the subject line.