



SENIOR EDITOR, *AMERICAN CRAFT*

American Craft, an 80-year-old art magazine published by the national nonprofit American Craft Council, is seeking a talented journalist with experience editing both short and long-form articles to oversee features and departmental stories. This is a senior-level position requiring an editor who can identify smart ideas and meaningful stories, and nurture diverse writers who have a wide range of experience.

Working closely with a collaborative team, the senior editor will actively research contemporary craft, artists, and events; identify and build relationships with writers and contributing artists; assign and edit a substantial portion of the magazine; manage and support multiple editorial and administrative projects; and build and maintain connections with craft artists and other professionals across the country. This position is for someone who is committed to the arts, editing, and the craft of magazine making; has a demonstrated commitment to equity and inclusion; and can manage and help support complex editorial projects. The ideal candidate will have a keen knowledge of and eye for contemporary craft.

ABOUT THE MAGAZINE

From the beautifully functional to the artfully adventurous, *American Craft* covers every discipline of contemporary craft—within and beyond the conventional borders—and celebrates the diversity of American craft and its makers. From the handmade objects that we use in our homes every day to the fine craft honored in museums, it covers inspiring craft being made today. *American Craft* also showcases craft organizations making a difference in their communities, thought leadership in the field, and the importance of craft in contemporary American culture.

RESPONSIBILITIES

- Actively researches and follows contemporary craft through social media, magazines, books, and expert sources in the field, keeping track of trends, story ideas, artists to cover, and potential writers
- Actively seeks and nurtures relationships with writers, including freelancers and contributing artists with varying levels of experience

- Assigns and edits features and department articles for the quarterly print magazine; shepherds articles through all phases of development: conceiving, contracting with writers, working with writers on developmental edits and meeting deadlines, fact checking, collaborating with the editor in chief and art directors on layouts, caption writing, copy editing, and proofreading
- Manages incoming submissions and pitches, bringing relevant ideas to the editorial team; handles correspondence
- Monitors and responds to letters from readers; compiles letters for publication
- Regularly updates editorial runsheet and other databases to keep them current
- Occasionally writes for print and online as assigned
- Occasionally represents *American Craft* at craft shows and conferences
- Performs other tasks as needed
- Supports ACC's mission of connecting and galvanizing diverse craft communities to cultivate and advance craft's impact in contemporary American life

QUALIFICATIONS

- Smart editorial instincts and an orientation toward high-quality professional journalism with strong editing and reporting skills
- Strong creative and strategic mindset with ability to identify new ideas and help shape a meaningful publication
- Demonstrated ability to inspire and guide writers to create engaging, accurate articles
- Bachelor's or Master's degree in journalism, English, communications or related field, or equivalent, relevant experience
- Minimum of five years editorial experience, with a strong comfort level with magazine storytelling
- Proven writing and editing skills and a portfolio of published pieces
- Thrives in a high-volume, fast-paced environment with evolving priorities
- Proactive problem solver with proven ability to help oversee complex projects, set priorities, and manage time to be highly organized with complex deadline-driven projects
- Excellent interpersonal, communication, and presentation skills; ability to develop good working relationships
- Strong organizational skills and project management skills required; experience in Adobe Acrobat, Adobe InDesign, Google Workspace, and/or AirTable preferred
- Proven commitment to diversity, equity, and inclusion
- History of teamwork, curiosity, and willingness to roll up one's sleeves to get the job done

- Understanding of nonprofit publishing preferred
- Candidates based in or willing to relocate to the Twin Cities preferred
- Minimal travel required
- This is a full-time exempt position

SALARY RANGE: \$55,000–\$60,000

TO APPLY

To apply, send a cover letter, résumé, two to three articles you've written and published, and four to six stories you've edited to employment@craftcouncil.org with the subject heading of "Senior Editor."

The deadline to apply is June 28, 2022.

ABOUT THE AMERICAN CRAFT COUNCIL

ACC is a national nonprofit working to keep the craft community connected, inspired, and thriving. Our founder, Aileen Osborn Webb, recognized the significant impact craft has on individuals and communities and established a nonprofit to preserve, cultivate, and celebrate this communal heritage. Eighty years later, our efforts span the nation. We share stories and amplify voices through *American Craft* magazine and other online content, create marketplace events that support artists and connect people to craft, and celebrate craft's legacy through longstanding awards and a unique research library. A range of other programs creates space for dialogue and action—because craft can bring us together as people. Learn more at craftcouncil.org.

ACC is an equal opportunity employer and does not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, gender identity, veteran status, or any classification protected by federal, state, or local law. We value diversity, inclusiveness, and equity and encourage persons with diverse backgrounds, including persons who identify as Black, Indigenous, or Persons of Color, to apply. Read more about [ACC's commitment to inclusion and equity](#).