

Writer (4018U) - 27378 - 1149
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=130418>

Downloaded On: Dec. 8, 2019 3:11am

Posted Oct. 3, 2019, set to expire Jan. 30, 2020

Job Title	Writer (4018U) - 27378 - 1149
Department	N/A
Institution	University of California, Berkeley Berkeley, California
Date Posted	Oct. 3, 2019
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Communications/Public Relations
Apply Online Here	https://apptrkr.com/1644262
Apply By Email	
Job Description	

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About Berkeley

The University of California, Berkeley, is one of the world's most iconic teaching and research institutions. Since 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world. Berkeley's culture of openness, freedom and acceptance academic and artistic, political and cultural make it a very special place for students, faculty and staff.

Berkeley is committed to hiring and developing staff who want to work in a high performing culture that supports the outstanding work of our faculty and students. In deciding whether to apply for a staff position at Berkeley, candidates are strongly encouraged to consider the alignment of the Berkeley

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Workplace Culture with their potential for success at
[url=https://apptrkr.com/get_redirect.php?id=1644262&targetURL=http://jobs.berkeley.edu/why-berkeley.html]http://jobs.berkeley.edu/why-berkeley.html.

Application Review Date

The First Review Date for this job is: August 9, 2019

Departmental Overview

If you've ever caught the infectious enthusiasm of a student ambassador leading a campus tour, or felt your chest swell with Berkeley pride after reading about a world-changing faculty research project on Berkeley News, you've met the team at the Office of Communications & Public Affairs.

As the first point of contact for most visitors online and offline we tell the Berkeley story to inspire audiences and elevate the image of the university. We partner closely with various campus audiences from the chancellor, deans and faculty members, to staff, students and alumni as well as external media organizations who can amplify Berkeley's important contributions across a wide range of subjects.

Responsibilities

- * Produce a broad range of compelling content designed to engage target audiences, including social media copy and images, short videos, features, info graphics, GIFs, and more. Prioritize multiple projects with overlapping deadlines.
- * Contribute to the writing and/or editing of high-level communications and web material, often with complex or sensitive subjects
- * Collaborate with relevant staff to ensure our editorial strategy is responsive to brilliant, creative headlines and ensure content is fully optimized for distribution in digital/traditional channels.
- * Promote and update editorial policies (adhering to Associated Press and Public Affairs editorial styles), standards, and procedures to ensure adherence across the department and campus.
- * Ensure the excellence of our editorial content; edit all stories for grammar, style, syntax, organization and accuracy; write for other Public Affairs and campus publications as assigned. These may include Letter Home, special writing needs, Cal Day material, etc.

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- * Research, report and write general stories for the Berkeley News (profiles, major events, announcements); identify unique story ideas and content opportunities; maintain broad knowledge of current campus issues and issues in higher education.
- * Other editing duties as assigned.

Required Qualifications

- * Must be able to recast prose for clarity, concision, and brand voice, in addition to an acute attention to detail; knowledge of trends in journalism and online storytelling.
- * Ability to edit complex scientific concepts in an engaging, accessible way; strong sense of narrative and the editorial skill to translate into meaningful stories for our audiences.
- * Collaborative work style; ability to work outside regular work hours (breaking news, night events); ability to think quickly and creatively under pressure; high level of technical experience to support projects with focus and creativity with on-time delivery.

Education/Training:

-At least five years of experience in a writing- and editing- intensive role, including multimedia production, or similar training/experience.

-BA degree in journalism, communications, media production or related field, or equivalent experience.

Salary & Benefits

Anticipated hiring range for this role will be from the minimum of the range up to \$86,000. Salary to commensurate with qualifications experience.

For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get_redirect.php?id=1644262&targetURL=http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

How to Apply

Please submit your cover letter and resume as a single attachment when applying.

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Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

[url=https://apptrkr.com/get_redirect.php?id=1644262&targetURL=http://www.eeoc.gov/employers/upload/pos

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get_redirect.php?id=1644262&targetURL=http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

[url=https://apptrkr.com/1644262]https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/H

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

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