

## APPPA GRIT Editor

July 2010

The individual in this position is responsible for producing a quality, regular publication on issues of deep interest to our membership and the pastured poultry industry.

The American Pastured Poultry Producers Association is a membership organization of 500+ members from throughout the U.S. We are a virtual organization, started in 1997 and managed by a 9 member board of directors. To date there has been one part time contract worker, who manages the organization through an 800 phone number and PO Box in Wisconsin. We offer six 20-page newsletters per year, a website and an online private electronic listserve. We also sell a book, "Raising Poultry on Pasture," that was produced in 2007 from articles previously printed in the GRIT.

We are hiring an additional contract worker to produce the bi-monthly GRIT newsletter, which is in its 58<sup>th</sup> issue as of July 2010.

### Responsibilities:

1. Collect current information about the pastured poultry industry for the content of each of six annual issues of the APPPA GRIT
2. Write newsletter articles as appropriate
3. Work with members and others to create relevant newsletter content
4. Work with APPPA Business members to collect ads for each issue, as needed
5. Layout an attractive newsletter. We currently own and use Microsoft Publisher for the design.
6. Deliver print-ready copy to the printer in a timely manner to ensure regular publication
7. Work with APPPA GRIT committee for content ideas and editorial suggestions
8. Work with admin coordinator to deliver mailing list to print house

This will be a contract position, overseen by the board of directors and paid at the completion of each newsletter edition. An activity report will be submitted to the board and admin coordinator with an invoice to receive payment for work performed. This position will work in partnership with the admin coordinator to ensure the organization thrives and grows.

This position will be compensated at \$850 to \$1,000 per issue produced, dependent on experience. You will work using your own computer and phone, however APPPA can provide some software if needed.

### Valuable skills for this position:

- Familiarity, preferably a direct working relationship with, pastured poultry and the pp industry
- Excellent writing skills
- Editorial expertise
- Good organizational skills, ability to work independently and meet deadlines
- Layout skills
- Familiarity with various computer programs

To apply, submit a cover letter and resume, including a writing or publication sample, by July 30<sup>th</sup>, 2010 to: Jody Padgham, APPPA Administrator, PO Box 87, Boyd WI 54726, or emailed to [grit@apppa.org](mailto:grit@apppa.org). We expect to complete phone interviews in early August and have a new editor in place in time to produce an issue for a September 7<sup>th</sup> deadline. Any questions may be directed to Jody via [grit@apppa.org](mailto:grit@apppa.org) or at 715-667-3203. You may view an online example of our current newsletter at <http://www.apppa.org/grittrial.html>

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