



MANAGING EDITOR

We seek a proven leader in motivating, mentoring and inspiring reporters. The person will support the CEO/publisher in working with reporters and other news staff to produce world-class journalism with the goal of expanding our relevance, impact and reach.

The Managing Editor is a digitally savvy journalist eager to connect audiences with our storytelling and our nonprofit and nonpartisan mission. As the leader of our news staff, this person plays a crucial part in determining and executing digital distribution and engagement strategies that include newsletters, social platforms, crowdsourced content, notifications, SEO and paid and organic web traffic.

The Managing Editor is a problem-solver and organizer with excellent writing and editing skills and a nose for news. The person loves the mix of local reporting we aspire to do at the Fort Worth Report, as outlined in our [American Journalism Project reader research](#), which noted the reason for our impressive success: We connect communities through trusted local journalism.

MAJOR AREAS OF RESPONSIBILITIES:

- Work with our content editor to supervise a team of reporters.
- Work with reporters on story development from sourcing and pitching to writing and fact-checking.
- Be responsible for first or second reads, guiding rewrites, identifying omissions and working with reporters to ensure fairness, accuracy and flair.
- Plan and coordinate news coverage. We have a growing array of newsletters that require strong organizational skills.
- Oversee editing and evaluate copy for conformity with policies, style and tone.
- Collaborate with the audience team and reporters in the writing, scheduling and performance of all social media content.
- Collaborate with our other news and community partners.
- Be a team builder who works collaboratively with others to solve problems, achieve common goals and positive results. Encourage other team members to share ideas and express disagreement constructively. We have a terrific team filled with high achievers – help them soar.
- Be an effective communicator both verbally and in writing. Listen intently to others and value others' opinions. Know when and how to negotiate and persuade.
- Engage positively and proactively with our audience in person and online to cultivate more engagement in our storytelling. Help bring in new sources and story ideas.
- Support revenue and newsroom teams by creating content, in the style appropriate to each brand, and then work with our audience and membership teams to evaluate performance based on face-to-face conversations with our audience and on web, social, and email analytics.



- Be a continual learner who is up to date on all digital media and marketing trends and shares with the team — from TikTok to AI and whatever comes next.
- Adept at managing disagreement fairly, identifying and resolving issues promptly and directly. Meet each day with a growth mindset suited for quick pivots and redirection as needed. Celebrate the future of local journalism.
- Handle other duties as may be assigned by the CEO/publisher.

POSITION REQUIREMENTS AND QUALIFICATIONS:

- 10+ years of applicable journalism, digital content and social media experience.
- Exceptional writing, reporting and editing skills.
- Exceptional ability to develop a website and newsletters.
- Proven ability to successfully market a variety of content, with an innate sense of how to position social content for optimal engagement and following SEO best practices.
- Bonus: Familiarity with Fort Worth and North Texas communities
- Experience running editorial news budgets and strong planning skills; experience working with social media management tools.
- Demonstrated experience as a highly analytical thinker who is able to think critically and incorporate data and testing into project decisions while maintaining a strong attention to detail.
- Proficient experience with AP Style, SEO best practices and excellent writing, proofreading and editing skills.
- Strong communication and interpersonal skills, with an ability to work cross-functionally with other teams, including business, audience, membership, advertising, events and development teams.
- Must be able to work with fast-moving organizational culture and help shape it to be continuously improving.