

Arkansas Newspaper Connection

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ASST. EDITOR/ SPORTS WRITER

The *Northeast Arkansas Town Courier* in Blytheville is seeking an assistant editor/sports writer. The position is perfect for someone who is looking to grow and eventually step into an editor or sports editor's position. This position will write news and sports feature stories, cover meetings and games, write police and crime stories, take photographs, and paginate pages using InCopy and InDesign. We have new computers and the most recent Adobe software. This position will also have management duties, including helping reporters with story ideas and editing, making sure all deadlines are met, and having a voice in daily assignments and direction of the newsroom. We are looking for someone to take the lead with our digital products, including social media, and help with a sister weekly paper, *The Osceola Times*. We publish Wednesday and Saturday mornings. We also publish a popular Sports Connection section Wednesdays during the school year. We offer the standard full-time benefits, including medical, vision and dental insurance, 401K, and free life insurance. We also offer flexible work schedules and an opportunity to become part of a growing northeast Arkansas community. Memphis (1 hour) and Jonesboro (1 hour) are favorite spots to visit. To apply, email a cover letter and resume, along with examples of your work, to publisher **Chris Pruett** at cpruett79@gmail.com and editor **Sandra Brand** at brand@osceolatimes.com. (6)

ACCOUNT MANAGER

Full-time position, based in Little Rock. We are looking for an energetic, highly motivated, goal-oriented candidate to join our sales team as an account manager. In this role, you'll help local businesses and national brands reach our

readers through print and digital solutions. Root Publishing is a local, woman-owned publishing company producing two of the state's premier niche magazines: *At Home in Arkansas* and *Weddings in Arkansas*. Ideal candidates will be excited to work with businesses in the home and wedding industries and beyond; our clients also include restaurants, boutiques, resorts, spas, and more.

Responsibilities include:

- Maintain current advertising accounts
- Prospect new clients over the phone and in person
- Consult with clients on sales solutions best suited to their goals
- Develop proposals, presentations, and pitches
- Meet monthly sales goals
- Work with editorial team to create special advertising sections
- Coordinate with graphic designer on client art when necessary

Qualifications include:

- Proven sales experience (media sales not required)
- Strong verbal and written communication skills
- Bachelor's degree

Compensation: This position offers base pay plus commission. Benefits include insurance (health, life, dental, disability, and vision) as well as paid time off. To apply, please email your resume and cover letter to publisher **Kelly Fraiser** at kelly@athomearkansas.com. (1)

OFFICE COORDINATOR – PART-TIME

Approximately 20 hours/week

Responsibilities include:

- Monthly invoicing
- Payment processing
- Data entry
- Some subscription processing

Qualifications include:

- At least a year of experience in an administrative or customer service role

- Proficiency in Office (Word and Excel)
- Familiarity with Apple software

Benefits include flexible hours (between 8:30 a.m. to 4:30 p.m., Monday through Thursday).

Compensation: This is a part-time position for approximately 20 hours per week. Hourly pay is commensurate with experience.

To apply, please email your resume and cover letter to publisher **Kelly Fraiser** at kelly@athomearkansas.com. (1)

FULL / PART TIME POSITIONS

Times-Herald Publishing has openings for full-time and part-time positions. Applicants must have the ability to work with a small staff in a fast-paced environment and manage his or her time well. The entry-level positions will allow applicants to be exposed to all aspects of publishing a community newspaper. Applicants with newspaper experience preferred, but not required as training will be provided. The position requires a valid driver's license and reliable transportation. A competitive salary and benefits package is included. Applications may be picked up at the *Times-Herald*, 222 N. Lizard in Forrest City. Resumes may be emailed to: publisher@thnews.com or dropped off at the *Times-Herald* office in Forrest City. (1)

LET US
KNOW



We want to know about your new hires, retirees and promotions!

Send your staffing changes to info@arkansaspress.org to be updated online and included in the *Arkansas Publisher Weekly*.

Ads run free for members and students for six weeks. Deadline is Tuesday 10:00 a.m.

Numbers in parentheses indicate weeks the ad has run.

Email to info@arkansaspress.org.