



## Assistant Editor

Reference: 111456

Element: Griffith Review

### About Griffith University

At Griffith University we believe in, strive for and celebrate the remarkable.

We are known for our high impact research, outstanding student experience, our commitment to social justice and our welcoming environment. We rank in the top 2% of universities worldwide and we're proud of our remarkable achievements, of our people and their passion for making a positive difference. Together we contribute to the development of knowledge and learning in an attractive environment which values excellence, equity, diversity, and innovation.

The Deputy Vice Chancellor (Engagement) leads the University's efforts to partner with key internal and external stakeholders. The Engagement portfolio comprises the Office of Marketing and Communications, the Development and Alumni Office, the GUMURRII Student Support Unit, Industry Partnerships, Sponsorships, the Griffith Sports College, the Centre for Interfaith and Cultural Dialogue, and Griffith Review – Australia's leading journal of ideas.

### The opportunity

Griffith Review is currently looking for an Assistant Editor to work within its established team. The primary focus of this role, as part of the editorial team, is to carry-out the day-to-day editorial functions of the publication. This role includes copyediting, proofreading, liaising with contributors and participation in publication meetings and planning. Success in this role requires collaboration with all members of the Griffith Review team, and a high level of communication with internal and external contributors.

This is a fixed term 3 year, part time (60%) position based at the Southbank campus.

### About you

To be successful within this role, you will have professional experience in editing and have an excellent understanding of the publication process. You will have a good knowledge of the Australian and international literary sectors and of current affairs. You will be highly professional and an excellent communicator, and able to work independently to a schedule, as part of a small, dynamic team.

### Salary range:

HEW Level 6: \$74,972 - \$80,042 (pro rata) per annum. Salary package including 17% employer superannuation contribution: \$87,718 - \$93,649 (pro rata) per annum.

### Further information:

Obtain the position description and application requirements by clicking the **GRIFFITH JOB LINK** below.

Obtain the position description by clicking on the Apply button. You will be redirected to the Griffith University job search page where you will be able to access the position description.

For further information about this role, please contact Dr Karen Hands, Associate Publisher on (07) 3735 3240.

For application queries, please contact Busra Sevimli, HR Officer on +61 (0) 7 3735 7359

All applications must be submitted online.

**Closing date: Thursday 14 February 2019 at 5 pm AEST.**

**GRIFFITH  
JOB LINK**