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GulfEnergyInfo.com

## Digital Editor

Gulf Energy Information (GULF) is seeking a Digital Editor for its *flagship*, *World Oil* magazine. This position serves as the manager of the publications' digital content, including websites, social media and e-newsletters.

### Duties/Responsibilities

- Actively track, edit and publish industry news from AP, Reuters and other external sources on the magazines' websites
- Develop original online content via enterprise reporting and/or expansion of external coverage
- Promote various *World Oil* digital articles through social media channels, with the primary goal of boosting web traffic.
- Interact as appropriate with communities on Twitter, Facebook, LinkedIn and Google+
- Tracking and reporting social media/website traffic analytics
- Develop and distribute e-newsletters for two publications up to daily frequency and on occasion produce special edition e-newsletters.
- Assist with the planning and editing of technical and trends-based articles for the print editions of two monthly magazines.
- Collaborate and actively communicate with editors of both print magazines to ensure timeliness and consistent quality across all editorial channel
- Understand the markets and objectives of other GULF editorial brands to recognize synergistic opportunities and share timely content with fellow digital editors
- Manage posting of sponsored content for e-newsletters and websites in cooperation with Advertising and Marketing departments

### Requirements:

- Proven experience in production of digital media content
- Outstanding writing, editing and verbal communication skills
- Flexible and professional demeanor. Hard-working attitude with ability to perform and maintain collegial tone under deadline pressure
- Familiarity with CMS software, Umbraco, or similar. Must be fluent in MS Office.

Experience in the Adobe Suite of product a benefit.

- Willingness and ability to take direction and to quickly learn and adapt to new and/or changing systems or procedures.

Please send your resume with a cover letter to [resumes@gulfpub.com](mailto:resumes@gulfpub.com). No phone calls please.

This role is an office - based staff position with excellent benefits and a competitive salary.

**Qualifications**

- Bachelor's degree in journalism
- Journalism or related experience
- Industry knowledge or experience preferred