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 fore-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. 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