

THE DISH

ALWAYS IN GOOD TASTE

2019-2020 Staff Application

The Dish is the Wisconsin Union Directorate Publication Committee's food and dining magazine. As a student operated publication, *The Dish* explores both the local food scene and global culinary trends.

Staff members and writers for *The Dish* have the opportunity to produce content for a biannual print edition and the online site, which you can find at <https://thedishwisconsin.com/>. This year, and every year, *The Dish* is committed to producing quality content, but we are also looking to develop our social media presence, refine our photography, and add scheduled digital editions of the magazine along with print. In addition to passion, consistency and strong communication skills, we are seeking out a staff team with strong vision to drive these efforts.

Below you will find an application for all of the available positions with *The Dish*. Remember that all returning staff members must reapply.

Positions are filled on a rolling basis, depending on staff vacancies and the needs of the publication. We encourage you to apply before **August 16th** if you would like to be considered for the 2019 Fall Semester; we would love to have you join us! Remember, all applicants are invited and encouraged to contribute to the publication, regardless of staff position decisions. If you have any questions, email thedish.wudpublications@gmail.com.

Thank you for your interest in *The Dish*!

Staff Applications Questions

After reviewing the position descriptions below, please upload your supplemental materials to your **Submittable application**, or email them to Lauren Anders at thedish.wudpublications@gmail.com. **In the subject line, please put your name, “Dish Staff Application,” and desired position(s).** The supplementary materials required for each position can be found in the position description section.

Positions Available:

Features Editor
Community Editor
Recipe Curator

Photography Director
Marketing & Social Media Director
Illustration/Layout Director

*You may apply to more than one position.

The Dish Staff Position Descriptions

1) Features Editor

The Features Editor is responsible for heading a team of writers in covering food trends and the culinary world with a broader, storytelling framework.

Specific Duties:

- Stay up to date on trends in food writing, lifestyle, and the edible world in a broader context
- Actively maintain communication with the Editor-in-Chief.
- Recruit and organize staff writers for the section.
- Brainstorm story ideas with the editorial team and distribute story assignments to writers.
- Responsible for heading a team of writers in covering food culture, trends and long-form stories.
- Copy edit all section articles.
- Assist with *The Dish* events as needed.
- Attend editorial board meetings.

Supplementary Materials:

Please attach your resume. two samples of your writing, preferably articles.

2) Community Editor

The Community Editor is responsible for heading a team of writers in covering restaurants, chefs and culinary events in Madison.

Specific Duties:

- Stay up to date on all restaurant openings, local food events and new chefs.
- Actively maintain communication with the Editor-in-Chief.
- Recruit and organize staff writers for the section.
- Brainstorm story ideas with the editorial team and distribute story assignments to writers.
- Copy edit all section articles.
- Assist with *The Dish* events as needed.
- Attend editorial board meetings.

Supplementary Materials:

Please attach your resume, two samples of your writing, preferably articles.

3) Recipe Curator

The Recipe Curator is responsible for innovating and discovering original recipes for publication.

Specific Duties:

- Stay up to date on food trends and recipe styles
- Actively maintain communication with the Editor-in-Chief
- Brainstorm recipe ideas with the editorial team
- Responsible for testing and matching recipes with articles and stories.
- Discover recipes and be able to provide substitutions if necessary
- Assist with *The Dish* events as needed.
- Attend editorial board meetings.

Supplementary Materials:

Please attach your resume, two recipe samples.

4) Photography Director

The Photography Director is responsible for heading a team of photographers and ensuring each article has corresponding images, and organizing photo shoots.

Specific Duties:

- Manage a team of photographers.
- Communicate with section editors and staff writers to determine photo assignments.
- Schedule and act as creative director during photo shoots.
- Work with Marketing & Social Media Director to coordinate photography for social media.
- Lead workshop on capturing eye-catching shots and well-balanced food photography.
- Assist with *The Dish* events as needed
- Attend editorial board meetings.

Supplementary Materials:

Please submit your resume and **5 samples of your work or a link** to your online portfolio.

5) Marketing & Social Media Director

The Marketing & Social Media Director is responsible for curating and posting on *The Dish's* social media platforms, maintaining a branded online presence, and finding/running advertisements in our print and online editions.

Specific Duties:

- Manage a team of marketing and social media content creators
- Communicate with section editors and staff writers to determine timely posts
- Create and schedule eye-catching, platform-appropriate social media content
- Work with Photography Director to coordinate photography for social media.
- Assist with *The Dish* events as needed
- Attend editorial board meetings.

Supplementary Materials:

Please submit your resume, **3 examples** of food-related Facebook and Instagram posts. These do not have to be published, but must be formatted for publication.

6) Illustration/Layout Director

The Art Director is responsible for organizing content and designing the layout for the biannual print issue. This position **requires** a strong command on InDesign and Photoshop.

Specific Duties:

- Coordinate print issue design with Editor In Chief and WUD Marketing
- Create PDF versions of the print issue for web embedding.
- Communicate, manage and enforce print publication schedule.
- Manage potential graphic design needs.
- Assist with *The Dish* events as needed
- Attend editorial board meetings.

Supplementary Materials:

Please submit your resume and a **sample layout**.