

Hoard's Dairyman Associate Editor Position Description

Job Title: Hoard's Dairyman Associate Editor

Location: This position will be based out of our headquarters in Fort Atkinson, Wis.

Terms: Full-Time

Salary: We offer competitive compensation and a benefits package based on experience.

About us:

The W.D. Hoard & Sons Co. is the publisher of *Hoard's Dairyman*, *Hay & Forage Grower*, and the *Journal of Nutrient Management*. We are looking to add an associate editor to our *Hoard's Dairyman* team.

About the role:

An editor of *Hoard's Dairyman* works with the other members of the editorial team to edit and produce content for our print and online publications. Attention to detail and the ability to meet deadlines are a must. An editor also represents the magazine at industry events and on farms. This position will report to the managing editor.

Responsibilities:

- Write regularly for the magazine, e-newsletter, and blog.
- Work with industry experts to source and develop a continual flow of factual, readable, and relatable material for the magazine.
- Edit articles for the magazine and online outlets.
- Oversee several regular departments in the magazine.
- Travel to industry events, conferences, seminars, and farms around the country to gather content and represent the magazine in a professional manner.
- Respond to reader comments, concerns, and requests by phone, letter, or email.
- Assist with the planning, hosting, and recording of webinars and podcasts as needed.
- Host tour groups at the Hoard's Dairyman Farm.
- Work with marketing team members to build relationships with our advertising partners.
- Remain connected to modern dairy farming practices through involvement on dairy farms, dairy farm visits, and participation in industry organizations.

Skills/Experience:

Candidates should have a bachelor's degree in dairy science, animal science, journalism, communications, or another related field. Experience in the dairy industry is preferred, but a background in another aspect of agriculture would be considered. Prior writing and editing experience would also be strongly preferred.

With deadlines being an inevitable part of publishing, good organizational and time management skills and the ability to work well under pressure are among the characteristics of an editor. Effective editors have the work ethic and self-discipline to balance many projects and stay on schedule.

To apply, please submit a cover letter and resume to Kylene Anderson at kanderson@hoards.com.

HOARD'S DAIRYMAN