

Division Editor: Faith-Based News & Storytelling Platform (Confidential)

Location: Remote or Northeast US (preferred NYC area)

Type: Part-Time Contractor (with potential for expanded role)

About the Organization

A confidential faith-based media and nonprofit organization is developing a digital news and storytelling platform in its startup phase. The project combines journalism, documentary storytelling, and multimedia features to mobilize believers, equip leaders, and inspire Gospel-centered impact.

Position Overview

Division Editors lead and curate content within specific editorial divisions such as Field Reports, Strategies, Culture, Commentary, and WakeCast. Each editor collaborates with the Digital Managing Editor to plan, edit, and oversee articles and features produced by a team of story contributors.

Candidates should be comfortable working in a creative, remote, early-stage environment where editorial systems and workflows are still being developed. This role is ideal for editors who are both mission-minded and detail-oriented, capable of balancing faith-based storytelling with journalistic integrity.

Key Responsibilities

- Curate and edit articles within an assigned division or content category
- Manage contributors by providing clear editorial direction and feedback
- Ensure quality, accuracy, and theological clarity in all content published
- Coordinate with the Digital Managing Editor on story assignments and publishing schedules
- Participate in editorial meetings and collaborate on planning across divisions
- Support content that reflects faith in action, leadership, and community transformation
- Uphold editorial ethics, standards, and alignment with the organization's values

Qualifications

- Bachelor's degree in Journalism, Communications, Media, or a related field preferred (equivalent experience accepted)
- 5+ years of experience in writing, editing, or journalism
- Strong editorial judgment and ability to manage multiple projects simultaneously
- Excellent writing, grammar, and editing skills with attention to narrative and structure
- Familiarity with Christian worldview and missional storytelling
- Proficiency with digital publishing tools, CMS systems, and collaborative platforms
- Comfortable working in a Christian, mission-driven organization

Preferred

- Experience in faith-based, nonprofit, or social-impact journalism
- Understanding of missional communication or community transformation models
- Experience mentoring or managing writers and creative contributors
- Ability to thrive in a startup media environment and help build division-specific systems

Compensation

Negotiable, based on experience, division workload, and alignment with the organization's mission.

To Apply

Submit a resume, 2-3 writing or editing samples, and a short cover letter indicating your preferred division and your interest in faith-based media.

Send to: faithmediacareers@gmail.com with the subject line "Division Editor Application."