

Managing editor

Reports to: Chief executive and editor

Location: Lander, Wyoming

WyoFile is returning the facts to Wyoming's civic life with community-supported, non-partisan, public-interest journalism. To make that happen, we're looking for an editor to direct the day-to-day operations of a growing team of staff journalists and freelance contributors and help refine and execute WyoFile's broader editorial vision. This is a chance to enjoy job security, fair compensation and sustainable work-life balance in print journalism while working to advance the profession as part of a cutting-edge innovative team. The right candidate will leave their mark on WyoFile, Wyoming and American democracy.

Fast Facts:

Established: 2008

Employees: 11 and growing

Growth: Since 2017 staff tripled, membership nearly quadrupled, audience septupled and revenue more than doubled

Circulation: 50+ state and regional publications rely on WyoFile reporting

What you'll do:

- Manage a remote team of staff reporters, columnists and freelance contributors
- Develop, maintain and fulfill near-, mid- and long-term story budgets, including setting and enforcing deadlines
- Collaborate with reporters and columnists through all stages of story development — from topic selection and story assignment through research, investigation, reporting, copy editing and layout
- Develop and maintain a network of freelance contributors and a recruiting pipeline of future contributors / staffers
- Adapt WyoFile content for disparate platforms including email newsletter, social media and legacy print outlets, manage its distribution and moderate the resulting dialogue.
- Work closely with WyoFile's state government and politics editor and chief executive and editor to track, report on and respond to assorted performance metrics
- Generate and pitch story ideas
- Contribute to the evolution and execution of WyoFile's editorial vision.

What you'll need to succeed:

- A magazine editor's sense of narrative, a newspaper editor's sense of urgency and a nose for a good story
- Uncompromising news judgment
- Team-oriented leadership style, employee-focused approach to supervising and an appreciation for collaboration
- A passion for teaching and coaching
- Relentless curiosity, merciless critical thinking, a sharp eye for detail and the ability to digest and make sense of wide-ranging and complex information

- Exceptional writing, reporting and editorial craft. Expert knowledge of AP style
- Unimpeachable personal integrity, reliable sense of fairness and dogged commitment to the Society of Professional Journalist code of ethics
- Passion for the role of civic news organizations in American society
- Goal orientation, intrinsic motivation and work ethic. Enthusiasm for tackling ambitious, complex initiatives in an entrepreneurial work environment

We're especially interested in candidates who:

- Have at least three years of experience managing journalists
- Have extensive knowledge of Wyoming civic life
- Appreciate life in the rural West

We're committed to building an inclusive newsroom that represents and reflects the people and communities we seek to serve. We especially encourage members of traditionally underrepresented communities to apply, including women, people of color, members of the LGBTQ+ community and people who are differently abled.

The details:

Start date: ASAP

Salary range: \$70K – \$75K depending on experience

Location: Lander, Wyoming — a bustling small town and outdoor recreation destination in the foothills of the Wind River Range, adjacent to the Wind River Indian Reservation.

Compensation: WyoFile offers unlimited paid time off, health, dental and vision insurance, a simple IRA with employer match, mental health services, flexible work environment and other benefits.

To apply please send a resume, cover letter and three to five relevant clips or links to Matthew Copeland at jobs@wyofile.com.