



Editor and Staff Application

Please fill out the information on this form and attach two writing samples. These may be of any writing style, but informative pieces are preferred. If you would like to attach a resume or additional information, please do so.

Name:

Phone Number:

Email:

Tell us about you:

W Number

GPA

Major

Minor

Graduation Semester

Will you be a full- or part-time student next year?

Classes for *The Signpost* are held MWF 2–3 p.m.

Will you be available to attend during these times?

Please explain any time or availability conflicts:

Have you filled out the WSU Specialized Scholarship application?

Positions — Rank your top three choices with 1 being the highest.

___ News

___ Sports

___ Spanish/Diversity

___ Arts & Entertainment

___ Science & Technology

___ Videography & Online Media

___ Graphic Design

___ Photography

___ Copy Editing

___ Webmaster

Position Level: ___ Editor ___ Staff Member

Explain why you want the position you ranked highest:

The Signpost uses a variety of programs. Rate your familiarity with the following.

0 = Never used

1 = Beginner

2 = Intermediate

3 = Advanced

Adobe

___ InDesign

___ Photoshop

___ Lightroom

___ Illustrator

Other

___ Camayak

___ Trello

___ Google Drive

___ WordPress

___ Facebook

___ Twitter

What skills and qualities can you contribute to our team?

If applying for an editor position, please list any leadership experience you have.

Have you taken, or are you planning to take the following courses?

COMM 1130 (Editors)

SPAN 3060 (Spanish desk)

What other classes have you taken that you think could help you?

Course Names

Skills Acquired

Will you be available for summer semester?

Applications can be submitted at *The Signpost* office (SU Bldg, room 401) to the front desk, or email them to Signpost Adviser Dr. Jean Norman at jeannorman@weber.edu.

For more information, visit our website: signpost.mywebermedia.com

Why do you want to work for *The Signpost*?

What experience do you have with *The Signpost*? (For example: daily reader, online subscriber, previous employee, etc.)

Do you have any experience working for a publication? This may include yearbook staff, producing newsletters, etc. Please note any experience with news organizations first.

If you could change something about *The Signpost*, what would it be?

About us

During the school year:
Production days: Wed. & Fri.
Publishing days: Mon. & Thu.
Class times: MWF from 2–3 p.m.

The Signpost is a course, and students will be graded based upon attendance and timely completion of assignments. If you are selected for a position, you must register for COMM 2890 or COMM 3890, both of which meet on the days listed above. You may register for 1 or 2 credits, and you may need Dr. Norman to submit an override for you.

Editors and the graphics team need to be available on evenings of production days.

Scholarships and tuition waivers are available upon request. You must complete the WSU Specialized Scholarship Application, weber.edu/financialaid.