Downloaded from <https://www.velvetjobs.com/job-descriptions/editor-content>

# Example of Editor, Content Job Description

Our company is growing rapidly and is hiring for an editor, content. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for editor, content

* Collaborate with the global CC&DS teams to develop clear and compelling communications messaging and storytelling for their projects
* Manage an editorial schedule for Global Editorial Content department
* Deliver a consistent tone of voice for all CC&DS communications
* Ensure the quality of all content is maintained to a high standard – liaising with senior management to ensure the content/brand strategy is developed and sustained
* Lead best practice in Swarovski communications to ensure a consistent brand message – One Voice – across all channels including product and online
* Be responsible for day-to-day editorial organization for branded and native content
* Brainstorm with sales and marketing teams on native/branded content ideas
* Manage freelance writers and social influencers
* Collaborate with Editorial Directors and editors closely to ensure that the voice and brand attributes are captured and amplified online
* Work together with editorial teams to create cross-brand editorial franchises

## Qualifications for editor, content

* Grade on Media Composer (+Symphony) and Magic Bullet Looks
* Smoke 2015 and Cinema 4D is a distinct advantage
* Ability to coordinate, prioritize and edit in a fast pace environment
* Ideally educated to degree level or recognised equivalent
* Advanced knowledge of file based workflows and broadcast technology
* Good operational knowledge of editing within a broadcaster