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# Example of Editorial Director Job Description

Our innovative and growing company is searching for experienced candidates for the position of editorial director. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for editorial director

* Build internal systems and processes for consistently producing high level, differentiated content and measuring success
* Manage Yardbarker full-time editorial team and freelance writers
* Continually collaborate with key partners such as FOX Sports, Yardbarker publishers and content syndication partners to brainstorm ideas and opportunities
* Manages calendar for major events (prom season, back-to-school)
* Runs meetings to review editorial progress and generate new ideas to try
* Generates custom editorial ideas for advertising department to pitch to potential clients
* Works with developers to implement new programming initiatives
* Works with graphic designer on sponsored content and house ads
* Helps determine editorial and design direction for podcast and oversees launch and promotion
* Lead, mentor and inspire a world-class writing team, fostering an open culture that celebrates original thinking, innovation and creative risk taking

## Qualifications for editorial director

* Understand of new and emerging digital production, post-production technologies, new media platforms and evolving film release formats and delivery requirements
* Excellent communication and leadership skills, ability to collaborate and work in a team environment
* Own” the site and consistently and apply strategy in a proactive way to all operational tasks
* Create weekly production schedule for launching editorial features on USANetwork.com
* Be 100% on top of quality control on the site
* Engender effective communication throughout team