



Missouri Press Association Bulletin

No. 1371 — 18 March, 2020

Missouri Press Member Alert! *Upcoming events canceled in response to recommendations against large gatherings*

From Missouri Press Staff
For Missouri Press News

Out of concern for our members' health and well-being regarding the ongoing threat posed by COVID-19 and out of respect to our members' primary commitment to provide news and information to the communities you serve, the following events have been canceled or postponed at this time:

- **Missouri Press Association Past Presidents Dinner**, which was scheduled for Thursday, April 16, in Arrow Rock is postponed with no rescheduled date at this time. Please continue to send in your surveys with what you've been up to this year and we will send out a newsletter when that information is compiled.

- **Ozark Press Association**, which was scheduled for Friday, April 17, in Springfield. If you had already registered to attend Ozark Press Association, your fees will be credited towards the rescheduled event, with that date announced later.

- **Missouri Press Advertising and Marketing Executives Annual Meeting (MPAME)**, which was scheduled for April 23-24, at Camden on the Lake in Lake Ozark. If you registered for this event, you will be refunded immediately. New arrangements will be announced soon.

If you made travel or hotel reservations for any of these events, please take appropriate measures to cancel those arrangements.

Thank you for your service to your communities during this time. Please reach out to Missouri Press Association if there is anything we can do to help you in your efforts. Please take care!



BETTER NEWSPAPER CONTEST

The 2020 Missouri Press Foundation Better Newspaper Contest template is open and members can submit entries through the extended deadline of Friday, April 17. Entries **MUST** be uploaded by 11 p.m. Friday, April 17.

All categories for Missouri's 2020 Better Newspaper Contest now require digital entries. Missouri's BNC will no longer accept mailed-in entries for any categories.

If you need help entering any category, including those that previously required mailed-in entries, contact Matthew Barba (mbarba@mopress.com) or Kristie Fortier (kfortier@mopress.com) for assistance. Due to intermittent office hours resulting from the coronavirus epidemic, email will be the preferred method of communication for MPA staff for the foreseeable future.

We encourage members not to wait until the deadline to enter your entries in the template. If a significant number of people attempt to use the template at the same time, it can slow everyone down and could cause you to miss the deadline window.

All the information about the contest — rules, categories, entry instructions — is online at mopress.com/better-newspaper/

Entries to the Missouri Press Foundation's Newspaper Contest will be submitted using BetterBNC Online Journalism Awards Platform: <https://betternewspapercontest.com/login>

IMPORTANT: It is important to remember BetterBNC is optimized for Google Chrome. If you do not have Google Chrome, download it at <http://www.google.com/chrome>.

DEADLINE: There is no need to wait until the deadline to upload your entries! The contest template will close 11 p.m. Tuesday, March 31, and will not accept entries after that -- no exceptions. You may begin uploading your entries now.

ALERT: Please try to keep file sizes under 5mb to aid judges in accessing entry content. For larger files such as Special Sections, options include Dropbox, Google Drive, Scribd or Issuu. Please make sure the file is public or a password is provided and that it can be printed. You cannot upload these large entries directly to the contest template because it has space limitations. If a file cannot be accessed for printing, it will not be displayed with other Better Newspaper Contest entries at the Annual Convention.

THREE TIPS TO MAKE UPLOADING EASY:

1. If you have entries that consist of more than one piece of content, combine them into one file. This will make uploading and judging much easier. This will apply to Best Columnist, Best Front Page, etc., where an entry is more than one piece. Combine them into one file. Do the same for stories that jump to another page. Combine the pages into one file for uploading.
2. Make the category number the first element in the title of each entry.
3. Put all your entries into a "Contest Entries" folder on your desktop.

Please read the instructions and category listings carefully!



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Missouri Press office will operate with intermittent hours

*Staff will continue to be available
 via email as they work remotely*

From Missouri Press Staff

In response to concerns about the coronavirus and recommendations to limit exposure, the Missouri Press Association is planning to have intermittent office hours in the coming weeks.

All Missouri Press employees will continue to be available by email and will continue to work for the benefit of our member newspapers. You will also continue to have access to MPA Legal Hotline Attorney Jean Maneke.

Weekly statewide classified ads will still be distributed by email, and you can access these ads yourself at mo-ads.com.

Missouri Press Service will continue to pursue advertising opportunities for you and send insertion orders as they become available.

If you have questions or concerns, please do not hesitate to contact Missouri Press staff, information for which is available at the bottom of the box at left.

Pulse of America survey results available with Missouri specific data

From Missouri Press Staff

The 2019/2020 Pulse Research Survey for Missouri is now available! As always, the survey is full of valuable information, from reader demographics, to comparisons with our electronic competitors, to the ever-popular shopping surveys and “plan-to-purchase” details for just about every category of business you can think of.

Go into your next sales call armed with the answers to vital questions

like: “How many of our readers are planning to buy a house this year?” “How many will buy a vehicle?” “Attend an event, or participate in a certain family activity?” As your prospecting skills improve, and as preparation for sales calls intensifies, your sales will grow. This survey will help you accomplish both.

Please contact Ted Lawrence, (tlawrence@mopress.com), for your free copy of the full survey, courtesy of Missouri Press Service.

**Did you hear? Missouri Press News is publishing
 monthly again!**
**Send your newspaper’s new hires, retirements and
 other news to Missouri Press at
 mbarba@mopress.com**



Coronavirus tips

Tips for continuing to cover the news in the coronavirus pandemic

From Ruby Bailey

Missourian Executive Editor, Missouri Community Newspaper Management Chair, and MPA Director

As confirmed cases of COVID-19 increased, it became clear that the best thing the *Columbia Missourian* could do for our faculty editors, staffers and our community was to adhere immediately and aggressively to Centers of Disease Control and Prevention (CDC) protocols while still providing the comprehensive and accurate coverage our audience needs.

So, we instituted the policies I outline below. Some of them your newsroom and business office may also have implemented, like working remotely, Zoom meetings and 'social distancing.' Others may be new. I share these here not as an exhaustive list, but as the start of a conversation about keeping our communities and journalists safer in the weeks to come.

We're all about social distancing and sanitation: *Missourian* faculty editors work remotely, or, when in the newsroom, primarily in their offices or maintaining the CDC-recommended distance of approximately six feet. News meetings are held via Zoom. We cleaned the newsroom and then we cleaned again.

Then we significantly reduced the copy editing and design crews and stationed people six feet apart. Each area is stocked with supplies and everyone is to clean the desk, keyboard and monitor, as well as sanitize their hands before starting their shifts.

We scaled back our public presence: In-person reporting and photography is limited to events we deem as essential and we practice social distancing with sources, as well. Public Safety and Health Editor Katherine Reed informed the *Columbia* community about some of our efforts in a March 12 story. Photographers are using longer telephoto lenses

and boom mics for any audio recording, said Brian Kratzer, the *Missourian's* director of photography. Kratzer early on distributed kits of photo gear to reduce photographers' need to come to the newsroom.

He also implemented some suggestions from the National Press Photographers Association and the Associated Press Photo Managers. Among the most important: clean gear after each and every use and at the end of each shift. Equipment should be stored at home in a plastic bin, a makeshift "clean zone," said Kratzer.

We implemented precautions for our carriers and home delivery customers, too: To reduce the number of carriers congregating as they wait for their bundles, *Missourian* General Manager Bryan Chester said carriers are required to remain in their vehicles while the dock manager separates carrier bundles. Carriers were issued gloves to wear when delivering papers.

The *Missourian's* business office remains open to the public. Sales, design and circulation employees to work remotely, as does the "kick runner." Chester, the circulation and general manager work in their offices and practice social distancing from each other and any customers. The front counter, which is open to the public, is sanitized every two hours. Gloves are provided to those who want to pay in person for their subscriptions.

We remember the basics: I don't think we can remind each other of these basic, yet essential, actions too many times: Wash your hands – vigorously for no fewer than 20 seconds. Don't touch your face. Stay six-feet away from each other (whether in the newsroom and in public places). If you feel ill, stay home. If you are in a high-risk group or care for someone who is – stay home.

Stay well.

MPA communicating the essential need for newspapers

From Mark Maassen

Executive Director, MPA

With all of the information about Coronavirus (Covid-19) that has been distributed and the seemingly near-constant change as more information becomes available, we are aware of concerns that many members have regarding the implications of a statewide mandate shutting down "non-essential businesses." **Please note, at this time the Governor's office has not made any announcements about implementing a statewide shut-**

down of non-essential businesses.

However, I want to assure you that we continue to communicate to Gov. Mike Parson's office about the essential nature of Missouri's newspapers to their communities, including being the sole source of information for many. We have conveyed to the Governor that your newspapers are carrying out an absolutely essential function in providing accurate, reliable and critical information to the public at a time of great need.

We are advocating that Missouri's

newspapers be labeled as "essential" businesses due to their critical role in keeping the public informed about the ever-changing scope of information related to the Coronavirus pandemic. In the event that a shut-down were to occur, this would allow you and your newspaper to continue providing the crucial services your communities rely on every day.

If you have any questions or concerns, please do not hesitate to contact me by email at mmaassen@mopress.com or by phone at 573-449-4167.



CALENDAR

March

- 31 — Better Newspaper Contest Deadline
- 31 — MPA Newspaper Hall of Fame Nomination Deadline

June

- 11 — First Amendment Golf Classic, Lake Ozark
- 12 — Show-Me Press Association meeting, Lake Ozark

September

- 24-26 — 154th Annual Convention and Trade Show, Jefferson City

October

- 15 — Missouri Photojournalism Hall of Fame Induction Ceremony, Columbia

New member applications

Active membership to consider

From Missouri Press Staff

The Missouri Press Association has received an Active Membership application for the *Maries County Advocate*. It is published by Dennis Warden.

Maries County Advocate, 301 Hwy. 63 South, Vienna, MO 65582, dwarden@wardpub.com, MariesCountyAdvocate.com, 573-422-6323. It is published weekly with a circulation of 900.

Membership applications are

considered by the MPA Board of Directors at its first meeting after this notice has been published in at least three issues of the MPA Bulletin, eBulletin or magazine. The next meeting of the MPA Board is scheduled for June 12, 2020, during MPA's summer board meeting at Lodge of Four Seasons in Lake Ozark.

Comments about applications can be sent to MPA Executive Director Mark Maassen at mmaassen@mopress.com

Active Online member to consider

From Missouri Press Staff

The Missouri Press Association has received an Active Online Newspaper Membership application for midriversnewsmagazine.com. It is published by Tim Weber.

Midriversnewsmagazine.com, 754 Spirit 40 Park Drive, Chesterfield, MO 63005, tweber@newsmagazinenetwork.com, 636-591-0010.

Membership applications are

considered by the MPA Board of Directors at its first meeting after this notice has been published in at least three issues of the MPA Bulletin, eBulletin or magazine. The next meeting of the MPA Board is scheduled for June 12, 2020, during MPA's summer board meeting at Lodge of Four Seasons in Lake Ozark.

Comments about applications can be sent to MPA Executive Director Mark Maassen at mmaassen@mopress.com

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Covering the news

Postal permits will not be revoked because of coronavirus

From National Newspaper Association

United States Postal Service has advised National Newspaper Association that Periodicals permits will not be revoked if a newspaper has to suspend a print issue during coronavirus quarantines. Technically, a change in publication frequency requires a change in the permit. But

during this emergency, USPS says a letter to the postmaster of the entry office advising USPS of the newspaper's revised publication plans will be sufficient. The letter should be updated as plans change.

Questions from NNA members may be directed to the NNA Washington Office at tonda@nna.org.

Proposed legislation will allow media to 'attend' live-stream meetings of public bodies

By Doug Crews

Lathrop GPM

House Bill 2725 (Coleman, R-Arnold) originally proposed numerous changes to the state's Sunshine Law, Chapter 610 RSMo., however during a House committee hearing on March 16, the bill was substituted for legislation that would affect public access to governmental meetings during an outbreak of contagious illness resulting in the Governor or General Assembly declaring a state of emergency.

HB 2725 was heard by the House Judiciary Committee. In presenting the substitute bill, Rep. Coleman said she had heard from many persons and organizations about the original bill. The substitute, she said, gets rid of the most controversial issues.

"It's purpose now is to not limit public access to meetings," she said. If it is reasonably possible, public governmental bodies are to "live stream" meetings on the internet. And, an amended version of the substitute allows the public after such a meeting to submit written testimony to the public governmental body which shall be made a part of any official record of the meeting and made accessible to the public within 48 hours after the meeting.

Members of the news media will be allowed to attend any meeting closed under the provisions. The bill contains an emergency clause and would become effective upon passage by the General Assembly and the Governor's signing.

Here is the proposed exemption to the Sunshine Law that was approved by the

committee:

"(25) Public access to meetings of public governmental bodies may be restricted in the event of an outbreak of contagious illness resulting in the governor or general assembly declaring a state of emergency under the provisions of section 44.100. Meetings restricted under the provisions of this subdivision shall be live streamed online and accessible to the public if reasonably possible. If not, such meetings shall be video and audio recorded and made accessible to the public online within 24 hours after such meeting. Members of the public shall be authorized to submit written testimony to the public governmental body, which shall be presented at such meeting, made a part of any official record, and made accessible to the public online within 48 hours after such meeting. Bona fide credentialed members of the press shall be allowed to attend any meeting closed under this subdivision."

The substitute bill also allows information submitted via "hotlines" reporting abuse or wrongdoing to be confidential. (Current law allows such confidentiality applied to "municipal" hotlines.) Also, an individual's mental or physical health records are closed records under the legislation.

No testimony was presented in favor of HB 2725 nor in opposition to the bill. Information only testimony was presented by Jean Maneke, counsel to the Missouri Press Association; Dave Roland, director of litigation for the Freedom Center of Missouri; and Heath

Clarkston, representing the Missouri Broadcasters Association.

Much discussion by committee members was focused on who are "bona fide credentialed members of the press." An amendment by Rep. Phil Christofanelli (R-St. Peters) was offered to eliminate the word "credentialed" in the bill. Rep. Coleman said she was attempting to bring parity by using identical language that is contained in Chapt. 610.205.6, RSMo, that relates to news reporters who can view crime scene photographs. Rep. Gina Mitten (D-St. Louis) said "it's important that the press be present" at meetings of public governmental bodies. The amendment to remove the word "credentialed" failed on a vote of 5-9.

Another amendment that failed would have limited the public governmental body to conduct "essential business" during such meetings held during states of emergency. That vote was 5-9.

The final vote on the House Committee Substitute for HB 2725, as amended, was 12-2, "Do Pass."

Later that same day, the bill was voted "Do Pass" by the House Rules – Administrative Oversight Committee by a vote of 5-0.

Rarely in the state legislature is a bill heard by a committee, voted out by that committee, and voted out by a Rules Committee on the same day – a signal the bill is being fast-tracked.

HCS HB 2725 was scheduled to be heard by the House of Representatives on March 18.

Sunshine Law Guidance for Public Governmental Bodies During a Public Health Crisis or State of Emergency

In light of current circumstances, some public governmental bodies may not wish to have in-person meetings in order to protect the public from possible transmission of a communicable disease during a public health crisis. However, it is still necessary for government agencies to conduct public business. The Attorney General's Office has prepared information for public governmental bodies seeking guidance on complying with the Sunshine Law during these times.

The Sunshine Law provides means for public governmental bodies to conduct public meetings in alternative ways, such as via video conference, online meeting, and telephone conference. A public governmental body should always ensure that it maximizes the amount of notice given to the public before hosting any public meetings, whether in-person or via alternative means. As a best practice and if possible, public governmental bodies should take advantage of their website and social media pages to post recordings or live streams of public meetings.

Along those lines, the Attorney General's Office encourages public governmental bodies to be mindful of the nature of business discussed or decided during states of emergencies, such as public health crises. For example, it would be appropriate to continue to discuss and decide routine and essential matters. However, given the Sunshine Law's goal of maximizing governmental transparency, as a best practice it may be advisable for a public governmental body to postpone discussions and votes on higher-profile matters until the state of emergency or crisis has been resolved and the public could resume attending and participating in meetings in person, if such a postponement would not jeopardize the matter.

Meeting Notices - If a public governmental body chooses to have a meeting by telephone or other electronic means, staff will need to ensure that the meeting notice references the change from the usual method. If the meeting will be held online, § 610.020.1, RSMo, requires that the body **"post a notice of the meeting on its website in addition to its principal office."** Section 610.020.1, RSMo, further requires that the body **"shall notify the public how to access that meeting."** Depending on the circumstances, this may include a phone number the public can use to dial in to listen to the meeting or the web address where a video feed can be accessed.

Meeting notices will still need to be provided at least twenty-four hours in advance of the start of the meeting, exclusive of weekends and holidays. § 610.020.2, RSMo. If it is impossible or impractical to provide a meeting notice that far in advance, the body should post the meeting notice as soon as possible.

Meeting Agenda - If a meeting will be held in an online or other electronic format, the public governmental body will need to still provide a tentative meeting agenda that is **"reasonably calculated to advise the public of the matters to be considered."** § 610.020.1, RSMo. Bodies should create and post their tentative meeting agendas in the same manner as the meeting notice.

Voice Votes – The Sunshine Law does not preclude members of a public governmental body from participating in voice-votes during online or conference call meetings. However, the Sunshine Law does require that some votes must be held by a roll call vote, and not a voice vote, as explained below.

Roll Call Votes – Generally, under § 610.015, RSMo, an elected member of a public governmental body can only participate in a roll call vote if they are physically present or participating via videoconferencing. This also means that a quorum of the public governmental body must be present in-person or via videoconferencing for a roll call vote to be held. In addition, if a closed meeting is held, all votes in closed session must be held by a roll call vote.

However, § 610.015, RSMo, also includes special provisions for emergency situations, which may include a public health crisis or state of emergency:

When it is necessary to take votes by roll call in a meeting of the public governmental body, due to an emergency of the public body, with a quorum of the members of the public body physically present and in attendance and less than a quorum of the members of the public governmental body participating via telephone, facsimile, internet, or any other voice or electronic means, the nature of the emergency of the public body justifying that departure from the normal requirements shall be stated in the minutes. Where such emergency exists, the votes taken shall be regarded as if all members were physically present and in attendance at the meeting.

Emergency Public Meetings – The Sunshine Law provides for public governmental bodies to have a meeting on less than twenty-four hours of notice, at a place that is not reasonably accessible to the public, or at a time that reasonably convenient to the public. In these events, § 610.020.4, RSMo, requires that **“the nature of the good cause justifying that departure from the normal requirements shall be stated in the minutes.”** In addition, § 610.020.2, RSMo, requires that public notice of the meeting be given as soon as practicable.

The Missouri Sunshine Law is meant to be liberally construed, and the exceptions to openness are to be interpreted as strictly as possible in order to promote openness. Emergency meetings would be considered an exception to openness and should only be held when necessary.

A public governmental body should also refer to provisions its charter, bylaws, or ordinances that address governmental transparency. These documents may contain additional procedures that complement the Sunshine Law.

We hope this information is helpful. If you have any questions or concerns please feel free to visit our website at www.ago.mo.gov/missouri-law/sunshine-law or contact our Director of Sunshine Law Compliance, Ms. Casey Lawrence, at 573-751-8905.

TIME IS RUNNING OUT!

DEADLINES APPROACHING



Nominations are being taken now for the top awards of the Missouri Press Association and Foundation:

Missouri Newspaper Hall of Fame

Outstanding Young Journalist

Nominations must be in by March 31

Missouri Photojournalism Hall of Fame

Nominations must be in by May 11

DOWNLOAD NOMINATION FORMS AT

bit.ly/MoPressForms (case sensitive)

Each of the nomination forms includes the criteria for selection. Contact Matthew Barba by phone at 573-449-4167, ext. 302, or by email at mbarba@mopress.com with questions.



Applications for the Internship Grants Program must be received on or before April 20.

If your newspaper is interested in applying for an internship grant, please go to mopress.com/missouri-press-foundation-internships

If you have questions please call
573-449-4167 ext. 303



Missouri Press Classifieds: Who is looking for YOU?

WEEKLY FOR SALE: Newspaper for Sale in Lawrence County. Legal status, loyal readers and active accounts with 130+ year-old archives. Also, a monthly farm magazine with standing advertisers and strong presence in rural communities. Great opportunity for a family operation. Contact fstopaccounts@centurytel.net. 1-6

WEEKLY PAPER FOR SALE: County-seat weekly newspaper situated in the Missouri Ozarks. Located in a progressive community where new jobs are arriving and businesses are investing

FOR SALE

in new buildings. This provides a unique situation where the owner is retiring from a profitable and award-winning publication that has both a digital and print focus. To make inquiries, write mbarba@mopress.com or Missouri Press Association, 802 Locust St., Columbia, MO 65201. All inquiries will be held in strict confidence. 12-9

WEEKLY PAPER FOR SALE: Newspaper for Sale in Fast-growing Platte County. Lively, growing town

on Missouri River, but owners of this prize winning community newspaper are ready to retire. Paid circulation, active website, two Facebook accounts, subscription list, a paid e-edition list plus computer equipment, printers and copiers, desks and chairs, file cabinets, archives and lots more. Great opportunity for someone who wants an active, fulfilling and involved small town lifestyle. Rent or buy building, or move to your preferred location. For more information email wcnews@embarqmail.com or call 816-640-2251. 8-26

CIRCULATION DIRECTOR: Phillips Media Group an opportunity for an experienced circulation person to move into our top circulation management position. This person will manage a consolidated circulation department of 9 newspapers (3 dailies and 6 weeklies) in Southern Missouri and North Arkansas. Heavy emphasis on postal and digital experience as well as some independent contractor management important. Position will manage a group of CSRs and clerical staff of 15. Experience with Newzware circulation software helpful.

To apply please send your resume to: jim@phillipsmedia.com 3-10

DIGITAL PRODUCT MANAGER: The Herald-Whig is looking for a creative collaborator to lead our digital products initiative.

As Digital Product Manager, you will develop, enhance and maintain all aspects of the Herald-Whig's interactive platform; along with combined sister-company platforms including website, mobile platforms and social media. This is an exciting time in the digital world as we keep pace with current technology trends, test new initiatives, and use available tools to enhance our digital product.

The ideal candidate has the ability to utilize multiple source platforms, prototype and build interactive sites, and collect and analyze data. Knowledge of commonly used concepts, practices and procedures within a newsroom, newspaper and/or television station is beneficial. A bachelor's degree in digital

HELP WANTED

media, English communications or related fields is preferred, along with 2-5 years of experience.

The Herald-Whig is a seven-day newspaper and part of a growing, family-owned media company, dedicated to the communities it serves.

If you think you have what it takes, please send a resume, samples of your work and a letter outlining how you would approach the job to: Nicole Stevens/Administration, The Herald-Whig, P.O. Box 909, Quincy, IL 62306, or by email to nstevens@whig.com. Learn more about The Herald-Whig at www.whig.com 3-9

REPORTER: Herald-Whig reporters pride themselves in their attention to detail. We have the most in-depth coverage in the area. Whether your passion is politics or crime, agriculture or local events, the Herald-Whig has the tools to feed your passion.

As a Herald-Whig reporter, you would be responsible for writing concise, fair and accurate stories as assigned. You would research background information and conduct interviews in person and by phone. Covering breaking news and taking accurate notes is a must! Our reporters also contribute to television and radio broadcasts on occasion and contribute to our interactive platform.

QUALIFICATIONS INCLUDE:

- College degree
- Three or more years of experience as a reporter or editor with demonstrated language and reporting skills necessary

to provide coverage and insights into local events and issues.

If you think you have what it takes to be our next reporter, please send a resume, samples of your work and a letter outlining how you would approach the job to: Nicole Stevens/Administration, The Herald-Whig, P.O. Box 909, Quincy, IL 62306, or by email to nstevens@whig.com. Learn more about The Herald-Whig at www.whig.com and about Quincy Media Inc., our parent company, at www.quincymediareers.com 2-19

MULTIMEDIA EDITOR: The Courier-Tribune is seeking a dynamic Multimedia Editor to lead our news team.

The ideal candidate will be proficient in key media platforms (print, online and social media) and possess a strong understanding of and passion for community journalism. You will create and implement story and visual content strategies that reflect the communities we serve in Clay County.

Required skills include a solid understanding of AP Style, story writing and digital strategies. The ideal candidate also must possess the communication and organizational skills needed to manage an award-winning newsroom.

At least five years of relevant experience is preferred.

Job offers competitive salary and benefits, including medical, dental, vision, retirement and paid time off.

Send resume and samples of relevant work to news@mycouriertribune.com. 2-17