Volunteer Position: Editor

Program Description: Pro Bono Dicta encourages, inspires, and supports King County Bar Association Pro Bono Services’ volunteer community, and by doing so, enhances the level of pro bono services provided to low-income individuals in King County. Pro Bono Dicta was created with the goal of starting a dialogue among KCBA volunteers.

Pro Bono Dicta Highlights:
- Volunteer opportunities
- Training opportunities
- Pro bono resources
- Client, program and volunteer stories

General Duties:
The Blog Editor is responsible for editing content, creating an editorial plan, developing a consistent editorial voice for the blog and managing the blog’s publishing calendar. The editor will strategize with the Pro Bono Dicta subcommittee to recruit writers, produce content, and plan future blog posts.

- Manage a dispersed team of blog contributors, communicate important updates and ideas to KCBA staff and subcommittee via phone and email, and recruit additional blog contributors as necessary.
- Work with the Pro Bono Dicta subcommittee to craft direction of the blog and attend monthly subcommittee meetings.
- Edit submissions. Develop style guide and standards to ensure consistent quality in posted content.

Time Commitment: Ten hours per month, 12-month commitment

Qualifications:
- Strong interest in pro bono work and legal aid
- Exceptional editorial skills
- Familiarity with the layout, formatting, and technical requirements of a blog
- Demonstrated experience in blog writing and editing
- Experience with Word Press or similar content management system
- Excellent interpersonal, communication and teamwork skills

Benefits:
- Work with staff and volunteers while building writing and editing skills

Apply online: http://www.kcba.org/pbs/volunteer_app.aspx