

## **Project editor, ASTA WWDG & Lifestyle**

**Start date: ASAP**

**Contact:** Via email only: editorial@aplmedia.co.uk

**Please note:** Only successful candidates will be contacted.

APL Media Limited is seeking a project editor to join its friendly Kentish Town-based office, working within the lifestyle team for its direct response/newspaper division.

### **The role**

We're looking for an all-rounder who's capable of working across print and online content, is savvy on social media and great with branded and client content. As project editor, you should be able to offer excellent creative ideas and editing skills and be more than capable of managing a project from start to finish. With experience of working with writers, clients and sales teams, you'll be able to confidently deliver your projects to deadline and be the conduit between different departments, including sales, editorial and production.

The candidate will be part of the lifestyle team managing editorial and commercial content. Your lead role will be to project manage and deliver the annual printed Travel Directory – the ASTA WorldWide Destination Guide – working closely with sales, the paid content team and accounts, production and design. It will also involve the management of people working on the project – helping to identify resource required as the project progresses. This is a flagship product for the company, a country-by-country reference guide, published annually. It's a high-gloss, colour publication that reaches over 50,000 of the most influential members of the US travel industry.

Separately, as part of the lifestyle team, you'll be assisting in the production and delivery of a series of targeted lifestyle guides that are published with various national newspaper titles. It will entail the management and maintenance of the products' online and social presence. Content will range from health and education to travel and homes.

Managing, commissioning, writing, SEO, editing, overseeing flatplans, budgets, fact-checking and proofing should all be part of your skill base. You'll work with original copy prior to layout and then on page in InDesign on a PC. Being able to use a CMS and social media platforms is also a requirement. You may be expected to work on, and develop, other projects as required.

### **The basics**

- Editing and delivering the annual ASTA Worldwide Destination Guide.
- Oversee and contribute to the development of lifestyle content for the direct response/newspaper division.
- Work with print and digital content (and potentially other media).

- Manage and maintain the lifestyle products' online and social presence.
- Work closely with writers and team members to ensure all materials adhere to the project brief and meet the company's high standards and style guidelines.
- Good people skills are essential, particularly for dealing with the sales team and clients.
- Collaborate with all departments, including sales, accounts, sub-editors and production.
- Commit to high standards across a broad range of print and online products.
- Proficient on a PC and with InDesign and MS Office.
- Work as part of a growing team, reporting to the lifestyle editor.
- Managing budgets for projects overseen.

**What else?**

If you're interested in this position, please send a copy of your CV with a cover letter stating what makes you a suitable candidate for this position.

**About us**

APL Media Limited is a fast-growing, medium-sized company with almost 100 people, based in Kentish Town, London. Over the past 25 years, it's focused on travel and lifestyle content for the consumer and trade industries, and has built a friendly, loyal and experienced team.

[aplmedia.co.uk](http://aplmedia.co.uk)

**Our titles**

Consumer: *National Geographic Traveller* (UK), *National Geographic Traveller — The Collection*, *Food by National Geographic Traveller* (UK), *Living360* and newspaper inserts.

Trade: *Postcards* and *ASTA Worldwide Destination Guide*.

**Start date:** May 2023 (ASAP).

**Deadline for applications:** Monday 22 May.

**Hours:** Full-time, 9am-5.30pm. Note we offer a hybrid working environment as standard — three days working in the office, two days working from home.

**Job type:** Permanent