Editor and Writer
Job Description/Opening

The Center for Progressive Reform (CPR) is seeking a part-time, freelance writer and editor to support CPR’s work and policy goals. The editor/writer will collaborate with our communications team to edit our range of written products, as well as write copy and assist in drafting blog posts and op-eds. Reporting to the communications director, the editor/writer is an important member of our communications team. CPR and its affiliated scholars are routinely quoted in major news outlets. CPR offers a highly collegial, virtual work environment and a team that is dedicated to social progress.

Duties and Responsibilities

- Reports and other major publications – text editing and organization, plus layout
- Op-eds – editing, writing, and pitching duties; connections with current opinion page editors a plus
- Blog posts – editing and writing

Qualifications

- Excellent writing, editing, and proofreading skills
- A degree in journalism or communications
- Three or more years of relevant professional writing experience in PR, journalism, etc.
- Ability to work both independently and as a member of a team
- Diplomatic nature when working with authors
- Comfort with working from home in a virtual office setting
- A demonstrated interest and/or experience in progressive policy and legal reform a plus
- Connections with reporters and news editors a plus
- An understanding of the digital and social media landscape a plus

Compensation/Salary Range

This is a part-time, freelance contract opportunity of 15-20 hours per week at $30/hr.

How to Apply

To apply, please send a cover letter, resume, and writing samples, reflecting your qualifications to hiring@progressivereform.org. We will consider applications on a rolling basis. This position starts by mid-November 2020.

About the Center for Progressive Reform

The Center for Progressive Reform is a network of more than 60 acclaimed scholars from across the United States who work with a professional staff of policy analysts and
communications experts to change public policy. CPR’s Member Scholars and staff believe sensible safeguards serve important shared values, including doing the best we can to prevent harm to people and the environment, especially in socioeconomically vulnerable communities. Additionally, we believe people play a crucial role in ensuring both private and public sector decisions that result in improved protection of consumers, public health and safety, and the environment. Accordingly, we support ready public access to the courts, enhanced public participation, and improved public access to information.

The Center for Progressive Reform is committed to equal opportunity in employment and promotion for all qualified persons without regard to race, color, age, religion, sex, marital status, sexual orientation, gender identity, national origin, citizenship, military or veteran status, the presence of any sensory, mental or physical disability, pregnancy and childbirth, family responsibilities, or any other basis protected by applicable laws, regulations, or guidelines relating to discrimination in employment.