Plebeian Editorial Board Application

Thank you for showing interest in joining the *Plebeian* Editorial Board! The application process has two steps—submission of your completed Application and, for those applications selected, an Interview. The Application includes:

- This filled out Application Form
- A writing sample of 1500-2500 words, attached as a Word Document with the title "firstname.lastname.2019" (e.g. Jaden Smith's would be: **jaden.smith.2019**)

Here is a summary of the responsibilities and the roles of the Editorial Board that require an application and interview. For the full listing and details of the process, please visit [our website](). Note that Peak Hours refers to the selection and editing rounds in January through March.

Position	Editor-in-Chief	Deputy Editor	Associate Editors
Application Period	Due Tuesday June 1ˢᵗ at 5:00 PM	Closed	Closed
Number of Positions	1	1	7
Peak Hours per week	4	2-3	1-2
Responsibilities	• Oversight over the entire publication process of *Plebeian* • Setting timelines for editor applications, paper submissions, and drafts • Hiring Editors and running meetings with the Editing Team • Reading and ranking of all paper submissions • Checking over the quality of edits made by individual editing pairs to ensure proper quality • Settling disputes, and, if necessary, appointing replacements • Design, layout, and formatting of the journal • Delivery of the final product to the Senate • Copy editing • Promoting and advertising the calls for papers and editors in conjunction with the Senate	• Serving as the second-in-command, backup Chief • Advise on design, deadlines, and meetings • Hiring Associate Editors, and assisting with replacements • Reading and ranking of all paper submissions • Giving input on editorial decisions presented to the Editing Team • Editing two papers with a partnered Editing Team member • Observing deadlines for returning drafts to Submitters • Meeting with the authors of the two assigned papers at least once	• Reading and ranking of all paper submissions • Giving input on editorial decisions presented to the Editing Team • Editing two papers with a partnered Editing Team member • Observing deadlines for returning drafts to Submitters • Meeting with the authors of the two assigned papers at least once

Please fill in the form below and submit the entire package to classu.plebeian@gmail.com by Monday, **June 1ˢᵗ at 5:00 pm** If you have any questions or concerns, please send us an email.

You will be contacted within ten days of the deadline with the result. Thanks for applying!

Plebeian Editorial Board Application

This is the application form to apply to be a hired member of the Plebeian *Editorial Board. Please review the responsibilities and commitments of the position for which you are applying. Please send this completed form and writing sample to* classu.plebeian@gmail.com *by Tuesday* **June 1st at 5:00pm**

JOURNAL OF THE CLASSICS STUDENTS' UNION

PLEBEIAN

VOL. III   MMXVII

Name:	
Student Nº:	
Telephone Nº:	
Year:	
Email:	
College:	
Subject POSts:	
Position:	**EDITOR-IN-CHIEF**

1. Please list all the Classics courses you have taken (### separated with commas, e.g. 160, 260, etc.).

	Group	Course Codes
a)	Classical Civilization Courses	CLA
b)	Greek Courses	GRK
c)	Latin Courses	LAT
d)	Other Relevant Courses	

2. Please list any relevant editorial experiences and academic achievements. Add rows as necessary.

Date (Month/Year)	Organization	Experience/Achievement and Description

3. Please list your co-curricular and/or work commitments for the next academic year. Add rows as necessary.

Organization	Position

4. What experience or skills make you an ideal candidate for membership on the Editorial Board? Include new ideas you can bring to your position and to *Plebeian* in general. Please enter no more than 100 words.

Thank you for applying to the Editorial Board of *Plebeian.*