Handout for Editor Colloquium

Fall Forum 2016

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Salvete omnes!

I am so excited and gratified by your coming to this colloquium. I hope you learn something about the office of editor today which will allow you to pursue your interest in the future. Please feel free to ask any questions about running for state office, making a publication, or the expectations of LJCL Editor!

1. Responsibilities of LJCL Editor (directly taken from Louisiana JCL website)
	* Gather, edit, and publish articles of interest in the Torch: LA at least four times during the year: January, April, pre-­Nationals, and fall
	* Publish contest information, roll call rules, dance & procession themes, etc. in January Torch: LA
	* Submit items to National publications contests, state and local levels
	* Obtain certamen machines for Fall Forum and State Convention
	* Publish Convention Ear for Fall Forum and daily at State Convention
	* Assist Certamen Chair at State Convention
2. Goals for Editor this Year
	* + Include as many pieces as possible that feature JCL-ers and their work
			1. Side note: Send in submissions to me to be featured in the Torch!
		+ Develop a podcast in the remaining issues of the Torch: LA
		+ Increase readership
			1. Include a link for subscription directly in the Torch: LA in addition to the sign up on the LJCL website
			2. Encourage your local club to read the newest Torch: LA at meetings
		+ Include media content such as video and picture slide shows in every issue
3. Advice for Local Editors
	* + Pick the software and template that works for you
			1. Examples: Word, Publisher, Joomag, etc.
		+ Feature club members! Nothing is more exciting to readers than seeing their names featured in a publication. Use content that features students to increase membership.
		+ **Go to the LJCL website 🡪 About LJCL 🡪 Editor Tips**
			1. On this brand new page you will find a list of links to articles that can assist you during the brainstorming/writing/editing process. Take advantage of these awesome resources!
4. How to Gain Experience to Become an Editor/ Run for State Office
	* + Study different kinds of media. Learn how to manipulate different editing softwares. Take some time and teach yourself how to record a brief podcast! Practice your skills to write concisely. This experience will be valuable to you as an editor.
		+ Read every Torch you can get your hands on—even ones from other schools or states! A great way to get a new idea for a publication is to look at the state-wide JCL publications of Louisiana **and** other states such as Massachusetts or Texas.
		+ Assist your school’s editor/ submit material to a Torch

I know this is a lot of information to digest, but know this: the position of editor may involve some hard work, but producing a sharing an informative, fun publication is one of the most satisfying things you will ever do.

**Remember:**

 Editors provide the powerful voice that unites JCL-ers from all areas! If you have a passion for communication that unites writing, interactive media, some graphic design, and a great deal of dedication, then I sincerely hope you will consider running for this office.

\*\*Feel free to email me at **ljcleditor@gmail.com**with any questions, concerns, or submissions that you have. \*\*

Valete,

Jade Woods