

## EDITOR

**Job overview:** An editor is involved in copyediting, some proofreading, and crafting short letters, emails, and other content for hard-print as well as digital media. This position may also work in developmental editing (from transcript to manuscript formats) for books and study guides.

**Reports to:** This position reports to the director of the Editorial/Publications department.

### Qualifications:

- Degree in Journalism or English or commensurate job experience in one of these fields.
- Proficiency in grammar, attention to detail, and some writing experience.
- Basic computer skills, especially in Microsoft Word.
- Self-motivation with a teachable attitude.
- The ability to work with a team to fulfill the mission of this ministry on the printed page.

**Hours:** Monday – Friday, 8:00 a.m. – 5:00 p.m. This is a full-time position, working on-site in Broken Arrow, Oklahoma.

**Salary:** Negotiable depending on experience.

### Interested?

If you would like to apply, please email your resume with a cover letter to [employment@renner.org](mailto:employment@renner.org) with at least one reference each from a member of your church, a past employer, and a family member or personal friend. In your email, be sure to indicate which position you are applying for as well as who referred you to this ministry.

You may also mail your resume with a cover letter to:

**Rick Renner Ministries**  
**Attention: Publications Director**  
**1814 W. Tacoma St.**  
**Broken Arrow, OK 74012**

Thank you for your interest in working with RENNER Ministries. Feel free to browse the RENNER Ministries website ([renner.org](http://renner.org)) or the RENNER Ministries YouTube channel to learn more about Rick and Denise Renner and what this ministry is doing around the world.