

# FINDING WORK



## VERMILION STANDARD

### The Company

The Vermilion Standard has served Vermilion and District for over 100 years. Originally established in 1905 as a printing business, it was bought by Sextus Cooper who began publishing the Vermilion Standard as a newspaper in 1909. The newspaper is currently published by Shaun Jessome.

The newspaper features community news and features, advertising, and classifieds and continues to operate out of one of the oldest buildings in town (c.1916). For additional information refer to the newspaper's website [www.vermilionstandard.com](http://www.vermilionstandard.com).

### The Work

The work includes publishing, editorials, reporting and photography, advertisements and sales.

There are five full time employees in the following positions: Publisher, Editor, Reporter/Photographer, Advertising Sales and Front Office/Clerk.

### The Ideal Candidate

The ideal candidate for a position at the Vermilion Standard will have the following attributes:

- Outgoing personality
- Excellent customer service skills
- Community focused
- Not bound by job descriptions
- Computer literate (Macintosh)



### Editor

- At least five years of experience in a newspaper setting
- Writing/Journalism experience
- Experience in editing a newspaper
- Familiar with Macintosh computers
- Community focused
- Willingness to get involved in community activities
- Journalism Degree or Diploma from an accredited university or college preferred

### Reporter/Photographer

- At least two years of experience in a newspaper setting
- Experience in editing a newspaper an asset
- Experience in journalistic reporting
- Familiar with Macintosh computers



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- Community focused
- Willingness to get involved in community activities
- Experienced in digital photography
- A degree or diploma in journalism from an accredited university or college preferred

***Advertising Sales***

- Any marketing or sales training is an asset
- Ability to communicate well with the public
- Business experience or involvement an asset
- Self-motivated
- Maintain service to existing accounts
- Develop new marketing opportunities for existing accounts
- Prospect for new accounts
- Professional presentation

***Front Office/Clerk***

- Experience in performing general office duties
- Experience dealing with off-site centralized AR/AP and payroll is considered an asset
- Computer literacy in Excel, Word, circulation and billing programs
- Ability to multi-task

**Work, Pay and Benefits**

Hours of work are typically 8:00 a.m. to 4:30 p.m. Monday to Friday. The office is closed Saturday, Sunday and Statutory Holidays.

Salaries are paid commensurate with experience and qualifications. Advertising/Sales is a commissioned position.

A full benefit package is available after successful completion of the probationary period.

**How to Apply**

Positions in sales and office are advertised in the Vermilion Standard. Editor and Reporter/Photographer positions are advertised

with schools of journalism or on the Jeff Gaulin's journalism job board at [www.Jeff.Gaulin.com](http://www.Jeff.Gaulin.com).

Interested applicants should forward résumés, references and portfolio (editorial position) by e-mail, fax or mail to:

Shaun Jessome  
Publisher  
Vermilion Standard  
4917 – 50 Avenue  
Vermilion, AB T9X 1A6

Tel: 780 853-5344  
Fax: 780 853-5203

Email: [sjessome@bowesnet.com](mailto:sjessome@bowesnet.com)

Résumés will not be accepted in person. Qualified applicants will be contacted for an interview.

The Finding Work At Series can be found at [www.jobsinvermilion.com](http://www.jobsinvermilion.com), a website managed by the Vermilion and District Chamber of Commerce. This Series is a partnership project by the Government of Alberta, Vermilion and District Chamber of Commerce, Town of Vermilion and HUB. For more information, contact the Chamber at 780 853-6593.

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