

<b>JOB TITLE</b>	Reporter
<b>DEPARTMENT NAME</b>	The Daily
<b>JOB LOCATION</b>	Communications 144
<b>CONTACT/SUPERVISOR</b>	Kristin Millis
<b>PHONE NUMBER</b>	(206) 543-7666
<b>EMAIL ADDRESS</b>	<a href="mailto:millis@u.washington.edu">millis@u.washington.edu</a>
<b>BOX NUMBER</b>	353720
<b>EMPLOYMENT PERIOD</b>	Summer Only [ ]      Sum & Acad Year [ x ]      Acad Year Only [ ]
<b>HOURS PER WEEK</b>	Sum: 40 hrs/wk [ x ]      up to 19 hrs/wk [ ]      Acad Yr: up to 19 hrs/wk [ x ]
<b>RATE OF PAY</b>	\$8.55 to \$11 depending on experience and duration

**Duties and Responsibilities:**

A reporter researches and writes news stories for publication in The Daily.

**Minimum Qualifications:**

Ability to type. Ability to use Microsoft Office and email. Ability to research information and structure a news story.

**Educational Benefits:**

Hands-on experience for research, writing, media ethics, and editing. Opportunities to learn lay-out and design. Create portfolio for journalism. Learn to gather complex information from multiple sources to present to the average reader.

**OFFICE USE ONLY**

Job Class Code: 0875 0872 Grad: 0881 0882 0883  
 51% Comp. to Classified: Yes [ ] No [ ]  
 State [ ] Federal [ ]  
 Open [ ] Closed [ ]

**JOB NUMBER:**

11STPU04

**JOB CATEGORY:**

ARTS/MEDIA