



December 2016
AudioFile Magazine job opening

Title: Digital Associate

Job Responsibilities: We are looking for a **Digital Associate** to monitor social media, web and newsletter analytics and coordinate efforts across multiple social media channels. The Digital Associate analyzes performance across our digital efforts and conceptualizes new projects; tracks graphic and digital assets (images, sound files, video) with editing as needed. Innovative thinking in the digital space required.

Us: AudioFile is a 25-year-old print and digital magazine with a start-up feel. With a small staff, ours is an office where everyone's voice counts. We speak to a devoted audience of audiobook enthusiasts, so it's a big plus if you count yourself among them. Book lovers also welcome. Get to know the inner workings of a media company at a time of explosive growth for the audiobook industry.

Experience and skills: 2 years of social media and web analytics experience required. The successful candidate will have a high level of attention to detail, an ability to positively communicate with a diverse team and a proactive spirit. Digital savvy candidate with background in image editing. Strong writing and editing skills required.

Part-time position 15-20 hours/week. AudioFile office is at 37 Silver St. (Old Port) in Portland, ME

Position available immediately, to apply please email robin@audiofilemagazine.com:

--A letter of interest

--A resume