

Job Description

Job Title:	Medical Journalist
Hours of Work:	09:00 – 17:00
Days of Work:	Monday – Friday
Based at:	Gorely New Media Ltd t/a European Medical Journal 31-34 Railway Street Chelmsford Essex CM1 1QS
Reports to:	Kelly-Ann Lazarus - Editor

Job Purpose:

To write specific sections of the journal and carry out interviews, as well as ad hoc editorial work.

Requirements:

- Preferably NCTJ qualified recently
- Attention to Detail
- Good Organisational Skills
- Ability to Prioritise

Duties:

- Researching a subject and story.
- Writing and editing news stories and features.
- Ensuring work is well written, accurate and submitted to deadline.
- Attending seminars, conferences and fairs.
- Generating ideas for stories.
- Sourcing images to accompany written pieces.
- Meeting with colleagues to plan the content of the issue.
- Keeping up to date with trends and developments relating to the journals subject matter.
- Sub-Edit editorial assistants work.
- Proofing the work of authors (manuscripts).
- Building and maintaining relationships with PR departments of drugs companies.
- Distribute editorial assistants work.
- Organise all press releases from all congress.