CALL FOR VOLUNTEERS: MANAGING EDITOR AND EDITORIAL ASSISTANTS

The World Lawyers’ Pledge on Climate Action is recruiting a

Managing Editor (voluntary);
And two Editorial Assistants (voluntary)

To oversee the development of the World Lawyers' Pledge on Climate Action Blog.

The World Lawyers’ Pledge on Climate Action is a volunteer-run campaign to highlight the ways in which lawyers and the law—in all fields of law and all jurisdictions—can contribute to solutions to the climate emergency. The text of the Lawyers’ Climate Pledge highlights the ways in which lawyers in different fields and with diverse functions—from litigators and judges to advisors, teachers, and civil servants—can mobilise their expertise and influence in service of climate goals. The Pledge invites lawyers to commit to integrating climate responsibility into their own practice.

The World Lawyers’ Pledge Blog is an integral part of our mission to enable and facilitate lawyers everywhere effectively to contribute to climate solutions. The Blog will share examples and experience from lawyers who have taken steps to integrate climate responsibility into their practice, in order to guide and inspire others. The Blog will also share other content relevant to lawyers seeking to take climate action, including on legal developments in various States, climate cases at all levels, outcomes from international negotiations, and pieces at the intersection of law and science. The audience for the Blog will be practicing lawyers and legal scholars of all kinds.
MANAGING EDITOR

We are seeking to recruit a Managing Editor for the Blog on a voluntary basis, who will work with the Editors in Chief to develop a clear and effective strategy for the Blog, to source content for the Blog through open calls, commissioned articles, and collaborations with other fora, and to manage editorial and review processes to ensure that published articles are of high quality. The post would suit a research student, early career scholar, junior practicing lawyer, or person of equivalent qualification in another legal field.

Tasks and activities:
- Sourcing content to ensure regular publication;
- Managing editorial and review processes;
- Coordinating the activities of the editorial team;
- Undertaking editorial review of content for style, grammar, comprehensibility, etc.;
- Feedback to authors to improve submissions;
- Uploading of finalised submissions to the website;
- Outreach and publicisation of the Blog, in coordination with the communications team, to bring published pieces to the attention of readers;
- Helping with other Pledge-related tasks and activities as needed, and time permitting.

Indicative time commitment: 4-5hrs per week          Location: Flexible

The role would suit someone who:
- Has a demonstrable commitment to lawyers’ climate action, and is keen to contribute to work in the field of countering climate change;
- Has a strong grounding in the facts of climate change;
- Has a legal background (Desirable), or a firm understanding of the legal system in at least one country (Essential);
- Has an excellent command of written English, including a firm understanding of grammar and style rules, and is able to use language to communicate clearly, persuasively, and aesthetically;
- Has excellent teamworking skills, but is also able to act in a self-directed manner and on their own initiative;
- Is organised, and is able to both set and meet publication deadlines.

In addition, the following experience is advantageous, but not required:
- Experience of the blog publications system;
- Experience of proofreading, copy-editing, and providing constructive feedback on peers’ work;
- Prior experience with Wordpress or similar content management systems;
- Fluency in or knowledge of further languages is an advantage.
EDITORIAL ASSISTANTS

In addition, we are seeking to recruit two Editorial Assistants on a voluntary basis, who will work with the Managing Editor and Editors in Chief to manage the publication process for the Blog, communicate with authors, and to provide feedback and copy-editing to ensure that published articles are of high quality. The post would suit an enthusiastic law student (advanced undergraduate- or masters-level), early career scholar, trainee lawyer, or person of equivalent experience in another legal field.

Tasks and activities:

• Editorial and copy-editing work (editing submitted pieces for clarity and style);
• Communication with authors;
• Feedback to authors to improve submissions;
• Uploading of finalised submissions to the website;
• Outreach and publicisation of the Blog, in coordination with the communications team, to bring published pieces to the attention of readers;
• Helping with other Pledge-related tasks and activities as needed, and time permitting.

Indicative time commitment: 3-4hrs per week

Location: Flexible

The role would suit a candidate who:

• Has a demonstrable commitment to climate action, and is keen to contribute to work in the field of countering climate change;
• Has a strong grounding in the facts of climate change;
• Has a legal background (Desirable), or a firm understanding of the legal system in at least one country (Essential), equivalent to that of an advanced undergraduate or masters-level student;
• Has an excellent command of written English, including a firm understanding of grammar and style rules;
• Has excellent teamworking skills, but is also able to act in a self-directed manner and on their own initiative;
• Is organised, and is able to both set and meet publication deadlines.

In addition, the following experience is advantageous, but not required:

• Familiarity with academic or practice-focussed blogs and publications;
• Experience of proofreading and copy-editing;
• Prior experience with Wordpress or similar content management systems;
• Fluency in or knowledge of further languages is an advantage.
TO APPLY

Please send a letter of motivation (max. one side of A4) and your curriculum vitae in .pdf format to hannah.foehr [at] lawyersclimatepledge [dot] org.

Please also include either evidence of your level of English language (e.g. certification or equivalent professional experience), or a statement that English is your first language. Further documents evidencing qualifications, law school (or equivalent) grades, etc., may also be included, if applicable.

If you are applying for the Managing Editor position, please also include a writing sample: a published piece or work in progress of publishable quality, of between 3-5 pages in length. Applicants for the position of Editorial Assistant do not need to provide a writing sample.

Deadline: 18.00 CET (UTC+1), 16th January 2022

Shortlisted candidates will be invited to interview in mid-January 2022.

We look forward to hearing from you!