

Assistant Editor Opportunity

Kluwer Mediation Blog
November 5, 2019

Anna Howard (Associate Editor) (Centre for Commercial Law Studies, Queen Mary University of London), Bill Marsh (Editor) (Bill Marsh Mediator), and Nadja Alexander (Editor) (Singapore International Dispute Resolution Academy)

Please refer to this post as: *Anna Howard (Associate Editor), Bill Marsh (Editor), and Nadja Alexander (Editor), 'Assistant Editor Opportunity', Kluwer Mediation Blog, November 5 2019, <http://mediationblog.kluwerarbitration.com/2019/11/05/assistant-editor-opportunity/>*

We would like to announce an opening for the position of Assistant Editor for the Kluwer Mediation Blog. The Assistant Editor will report directly to the editors, Bill Marsh and Nadja Alexander, and will work closely with the Kluwer team. The essential duties of the Assistant Editor are: (1) reviewing and editing proposed posts; (2) identifying potential guest writers for the blog; (3) assisting with the coordination of the blog posts of the permanent contributors and dealing with any queries which the contributors may have; (4) promoting the blog, including on social media; and (5) assisting the editorial team with strategic planning for the blog. The Assistant Editor may also write blog posts.

We would particularly welcome applications from those who have links with the US mediation market, though this is not essential for the role. The role offers the opportunity to liaise regularly with some of the best mediators, mediation counsel and scholars.

The Assistant Editor will work remotely and the anticipated workload is approximately 5 hours per week. Please note that this position is unpaid.

To apply for the position, please submit a CV (which includes the contact details of two referees), writing sample and cover letter to Kluwerteam@gmail.com. The deadline for receiving applications is **Monday 25th November 2019**.