University Life Editor

- Up to date with current and past social events on campus throughout the academic school year
- Works closely with photography editor to assure coverage of events being covered for the yearbook
- Work closely with Copy Editor to keep up with updates being done to articles for spreads
- Close knit relationship with university life editors to ensure writing coverage for events
- Writing skills to write articles and overview articles turned in by interns
- Constant communication with on-campus clubs and organizations for event details and event reporting
- Working closely with yearbook team throughout the academic school year
- Have a flexible schedule to cover last minute events and help with other yearbook responsibilities

Along with the section's responsibilities, the University Life Editor is in charge of also following general Editor duties such as:

- Updating the Managing Editor on a weekly basis of the status of interns and alerting the Managing Editor of any important intern developments (good and bad).

- The Editor is responsible and accountable for content on section pages by the deadline (as defined by Editor-in-Chief).

- Work with all editors to integrate material and create a section that is stylistically consistent with the book concept.