



UNBC's Independent Student Newspaper est. 1994

**Job Posting: Advertising Coordinator**  
**September 1, 2018 to March 31, 2019**  
(with flexibility to work during summer 2018)

**The mission of the Over The Edge Newspaper Society** is to produce the student newspaper for UNBC, and provide meaningful journalism experience to students.

**Reporting to the Editor In Chief, the Advertising Coordinator will:**

- Procure advertisements for the website and print editions of Over The Edge Newspaper
- Set advertising rates for print editions of Over The Edge and for [overtheedgenewspaper.ca](http://overtheedgenewspaper.ca)
- Maintain business relationships between the Society and advertisers
- Explore new ways to advertise in Over The Edge
- Be able to report on their work to the Board of Directors if asked

**In compensation for these duties**, the Advertising Coordinator will be paid 30% commission on all ads they acquire for Over The Edge print issues and at [overtheedgenewspaper.ca](http://overtheedgenewspaper.ca), and 20% for ads referred to them by other staff/volunteers.

**To apply**, please submit a cover letter and resume to Seth Jex, Chair of the Board of Directors, at [chairpersonote@gmail.com](mailto:chairpersonote@gmail.com) before 4pm on Friday, March 3<sup>rd</sup>, 2018.

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**Over the Edge Newspaper Society**    **Mailing Address:**  
6-350 – 3333 University Way  
Prince George, BC V2N 4Z9

**Location:**  
University of Northern British Columbia  
Northern Undergraduate Student Centre  
NUSC Room 6-350