

Blog Post Writer & Editor

Role Overview

The UnScripted Blog Post Writer & Editor is an essential part of the UnScripted Team as they assist in content creation and ensuring the blog is growing as a result of new posts/articles being released every week.

They will work closely with Renee, the main content creator for UnScripted and report to her on a weekly basis.

Responsibilities & Duties

- Writing and publishing at least 2 blog posts a month on the UnScripted blog.
- Editing blog posts written and given to them by Renee.
- Sending out the blog post newsletter.
- Assisting Renee in editing guest articles submitted by the guest writers.
- Assist Renee with coming up with content ideas & updating the UnScripted Content Bank.
- Attend all UnScripted Team Meetings/discussions.

Requirements

Applicants must meet the following qualifications:

- Born again believer who is passionate about God and serving women.
- Diligent and self-driven
- Must be dependable, punctual, work well independently and as part of a team.
- Willing to take initiative, and committed to other duties as assigned.
- Be fluent in speaking and writing in English.
- Good communication skills.



- Have prior experience in writing and/or editing -i.e., written a blog post or written an article for a blog, school club, magazine etc., prior to application.
- Must be able and willing to spare upto 4 hours a week to carry out their duties.

Duration of Position

There are two durations for this position:

1. Intern for a period of 3 months.
2. Intern for a period of 6 months.

At the end of your duration, you will choose from the 3 options below what you would like to do moving forward and inform Renee in writing (via email at hello@unscripted.co.ke), **15 days before** your term comes to an end.

- i. End your term (no longer work for UnScripted).
- ii. Renew your term for another 3 months.
- iii. Become an official and permanent member of the UnScripted Team.

To apply, kindly fill in the form down below, and in the process submit:

- A cover letter stating **why you want the position** and **why you should get it**.
- Your CV
- Alongside your CV, attach the post/article you wrote, mentioning whom you wrote it for or where it was featured. If the post was for your blog, attach the link to your blog in the cover letter.

Application form: <https://forms.gle/6hmfuPyUHNrakJmh7>



Have any questions? Feel free to email us at info@unscripted.co.ke.

