

I Education Justice Project

EJP Writer

The mission of the Education Justice project is to build a model college-in-prison program that demonstrates the positive impacts of higher education upon incarcerated people, the communities from which they come, the host institution, and society as a whole.

EJP is looking for a creative, talented writer who is passionate about our mission. This role will lead EJP's writing efforts and generate and edit materials across a range of genres—from web content to handbooks to white papers to job descriptions.

This position is based on campus and it is not necessary to seek prison clearance. It is possible to hold it virtually, but we would expect our writer to participate as actively as possible with us, from a distance, so as to be able to write about EJP from a position of awareness and connection. Our ideal candidate would be able to visit the prison occasionally. We especially encourage applications from individuals whose background aligns with that of the majority of our incarcerated students. This includes members of racial minority groups, first-generation degree holders, individuals from low socioeconomic status backgrounds and, of course, individuals who have been personally impacted by incarceration.

Major Responsibilities and Duties

80% *Writing-related functions.* Generate and revise EJP documents. Conduct research as required. Assist EJP members as required with their writing tasks. Types of writing projects are likely to include, but not be limited to:

- website copy
- blogs
- EJP handbook
- job descriptions
- white papers
- brochures
- fundraising appeals
- press releases

20% *Supervisory.* Provide training on writing, editing, and proofreading support as required to other EJP members.

Position Requirements

Education

- Bachelor's degree

Experience

- At least one year's experience working professionally as a writer, editor, or similar
- Demonstrated commitment to and interest in social justice
- At least six months' experience offering support or supervision to other writers

Knowledge

- Basic awareness of issues related to incarceration and reentry and their sociohistorical contexts

Preferred

Education

- Bachelor's or master's degree in Communications, Journalism, Media Studies, English, or a related field

Experience

- At least one year's experience offering support or supervision to other writers in a university or non-profit setting
- Demonstrated commitment to higher education in prison, reentry, prison reform, or similar
- Personal experience of incarceration and reentry, whether one's own or that of someone close
- Ability to obtain clearance from the IL Department of Corrections and to occasionally visit our program at Danville Correctional Center

Additional

This is a grant-funded position. We wish to hire someone as soon as possible and want them to work until December 2023. Renewal depends on funding.

This position offers flexibility. We prefer to hire someone who can work 30 – 40 hours/week. Hours are flexible. The role can work in the EJP office or in a different location.

We expect all EJP members to take advantage of offered opportunities to learn about criminal justice and incarceration and consider themselves a valued part of the wider EJP community. Salary is commensurate with experience and qualifications. The expected start date is as soon as possible after the closing date.

To Apply

Please send a CV/resume and cover letter to info@educationjustice.net. This position will stay open until filled.