



Publications Officer  
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## Student Editor (2026) Vacancies

Job Title	Design Editor   Digital Team
Number of Positions	1 of 6 editors
Applications Open	06 October 2025
Applications Close	26 October 2025
Location	Approximately 6 hours on campus, 4 hours flexible location per week
Eligibility	Are a current Western Sydney University student
Skills & Training	<p>Software training will be provided; however, programs used in this role include:</p> <ul style="list-style-type: none"><li>• WordPress</li><li>• ADOBE Express</li><li>• Microsoft Teams</li><li>• Microsoft Word</li><li>• Microsoft 365 (including Outlook)</li><li>• Social media channels including but not limited to: Facebook, Instagram, TikTok.</li></ul> <p>Editors are required to complete all assigned training.</p>

This student leadership role is an opportunity to build your reputation and portfolio as a journalist, writer, or designer.

The graduate employability skills and knowledge you will develop as a student editor can give you a competitive advantage when progressing your career.

### Responsibilities

- Primarily editing audio and visual (AV) and multimedia content for digital channels and publications as per the publishing schedule.
- Curating and creating digital assets, including social media channels, podcasts, and online news publication.
- Maintaining and auditing AV and multimedia equipment.
- Ensuring all digital editions are accessible,
- Meet monthly with the Student News and Publications Committee (SNAP), be available to take minutes on a rotating roster with the committee.

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