

## Job Posting: Editor

(Full-time position in Northampton MA, Rockville MD, or remote)

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### This Is Us

CommunicateHealth is a mission-based consulting company that helps public and private sector organizations simplify health information. We design healthcare services, personal health tools, public health and emergency communications, and innovative interactive media. We employ a talented team of plain language writers, designers, researchers, developers, and usability specialists dedicated to creating health information and services that are attractive and easy to use. We're committed to making a difference in the world and in the lives of our employees. Check us out at [www.communicatehealth.com](http://www.communicatehealth.com).

### This Is You

We are looking for an experienced editor with a strong interest in health communication and public health. You are comfortable developing material that is conversational, professional, understandable, accessible, and actionable. As an editor, you have experience reconciling feedback from subject matter experts, ensuring plain language content is scientifically accurate, and providing guidance to junior writers. You enjoy working independently and collaboratively, have experience giving and receiving feedback on content, and have outstanding organizational skills and attention to detail.

### Skills and Qualifications

- Advanced degree in health, English, or communication (significant experience doing health-related writing will be considered in place of advanced degree)
- Minimum of 8 years of professional health writing and editing experience
- Experience implementing health education theories and principles, user-centered design methods, and usability strategies when developing content for web and print
- Experience translating technical/medical information into plain language
- Experience creating high-quality client deliverables, including content development, substantive editing, copy editing, and final sign-off
- Familiarity with federal plain language guidelines and best practices
- Experience working with graphic designers and web developers

Please send cover letter, resume, and 2 writing samples to [admin@communicatehealth.com](mailto:admin@communicatehealth.com) by September 15, 2017.

We offer highly competitive salaries and benefits based on experience.

CommunicateHealth is committed to workplace diversity and providing equal employment opportunities for all qualified applicants and employees.



As federal contractors, we are required to ask applicants to submit a voluntary Demographics form, at [www.communicatehealth.com/company/contact/](http://www.communicatehealth.com/company/contact/). No personnel selections are made based on this information.