



Join Our Motivated, Mission-Driven Team

## Editor—Madison, WI

Bring your editing skills to an organization that is making a difference in the lives of children and families across the country and around the world. As an editor, you will work on all NCCD materials and publications, including reports, manuals, communications materials, and presentations to ensure that they are compelling, concise, and effective.

Your work will encompass making editorial decisions big and small, engaging with colleagues across the country, and working as part of a well-oiled machine to bring NCCD materials up to our standards of excellence and effectiveness. While superb editing and revising skills are a must, mental agility, calm demeanor, sense of humor, and relationship skills are a plus!



### Qualifications

- Bachelor's degree and/or minimum of four years' professional editing and proofreading experience.
- Keen ability to spot and correct errors in grammar and punctuation.
- Ability to coordinate and switch among multiple projects and deadlines.
- Good relationship-building and collaboration skills.
- Ability to preserve NCCD branding and voice in all materials.
- The desire and ability to work as part of a team.



### More About NCCD

NCCD is a century-old nonprofit organization with offices in Madison, WI, and Oakland, CA. NCCD promotes just and equitable social systems for individuals, families, and communities through research, public policy, and practice. Our work to reform the criminal and juvenile justice and child welfare systems is inextricably linked with issues of racial justice and equity. For more about NCCD, visit [www.nccdglobal.org](http://www.nccdglobal.org).

While we take pride in the serious impact of our work, our casual workplaces inspire teamwork and offer balance to the work day. Through monthly staff lunches and other regular events for learning and socializing, NCCD offers opportunities for staff to have fun and build camaraderie. For a peek inside NCCD, visit our [photo gallery](#).

NCCD is an equal opportunity employer, functioning under an affirmative action plan. We believe that differing backgrounds, perspectives, lived experiences, and skills make our work stronger. We are actively seeking individuals who can work effectively across difference among a diverse range of individuals, actively promote an equity-minded understanding of people and workplace culture, and contribute to an equitable and inclusive workplace environment.



## Benefits

Salary will reflect qualifications and experience. Please include your desired salary range in your application. NCCD's comprehensive benefits package includes no-premium cost share for employee medical coverage, generous vacation and paid holidays, and a relaxed environment with support for work schedule flexibility where possible. Other benefits include dental, vision, life, and long-term disability insurance; retirement plan; sick leave; and more. Business travel for this position is not required.



## Join Us

If this position piques your interest, apply [here](#) and reference "Editor" in the "Position Desired" field. Please note that an employment application is required for consideration.

For assistance with an accommodation due to a disability or information on alternate ways to apply, email [HR@nccdglobal.org](mailto:HR@nccdglobal.org) or call (800) 306-6223.