

Editorial Committee Position

Purpose:

To support and assist the International Doula editor and associate editor and Director of Communications with the International Doula quarterly magazine and the DONA Doula Chronicles blog.

Duties/Major Areas of Responsibility:

- Solicit writers and contributors for the International Doula at the direction of the International Doula editor and associate editor
- Solicit writers and contributors for the DONA Doula Chronicles blog at the direction of the Director of Communications
- Support the International Doula editor and associate editor and Director of Communications with editing International Doula contributions as needed
- Support the Director of Communications with editing blog contributions as needed
- Ensure all DONA documents are in alignment with the DONA brand (fonts, color, logos, etc)
- Bringing forward recommendations and ideas for improvement to the Director of Communications
- Executing tasks as approved by the board, director, and approved in the annual goals
- Providing feedback as requested by DONA leadership or staff
- Collaborating to improve systems within the committee area of interest

Qualifications:

- Current DONA International member
- DONA certified doula in good standing for one full certification period
- Excellent organization and communication skills
- Excellent editing capabilities
- Excellent attention to detail
- Phone, email and Internet capability

Time Needed (per month):

Five (5) to ten (10) hours

Duration of Appointment:

Two (2) years, which is renewable

Responsible to:

Director of Communications

Board of Directors

Apply: <https://www.dona.org/apply-for-leadership/>

