



JonathanBall*Publishers*

Vacancy

Commissioning Editor at Jonathan Ball Publishers

A vacancy exists for the position of Commissioning Editor. The successful candidate will commission books of a South African interest with a focus on current affairs, politics and biography.

The position will be based either in Cape Town or Johannesburg and reports to the Publishing Director.

Responsibilities:

- Research, plan, commission, and publish a profitable list of books with a focus on current affairs, politics and biography.
- Conceptualise and assess proposals for new publications and evaluate unsolicited manuscripts for the South African book market.
- Commission and liaise with authors, build author relationships and networks.
- Prepare and control budgets for each book.
- Ensure projects are published on time and to the highest quality standards.
- Negotiate author contracts and manage contract terms, royalties and payments with authors and agents.
- Liaise with sales, marketing and publicity colleagues.

Minimum requirements:

- Relevant tertiary qualification.
- Experience as a commissioning editor or as an editor/writer in the media or relevant field.
- Sound knowledge of the book market and South African current affairs.
- Excellent communication and editorial skills.

This position requires an individual with a good sense of the kinds of topics South Africans like to read about and a wide professional network, or with a proven track-record in the publishing environment. The successful candidate will have excellent planning and organisational skills, sound business acumen, good decision-making ability and a healthy dose of creativity.

Anyone applying for this position and who meets the requirements of the post may direct an application in the form of a comprehensive CV and covering letter on the following link: <https://media24.simplify.hr/vacancy/yiwdp0>

The covering letter should contain a list of four or five books in the fields of current affairs, politics and biography, which the candidate believes will fill a gap in the market and be commercially viable.

Given the employment equity policy of Media24, preference will be given to suitable candidates from the designated groups.

CLOSING DATE FOR APPLICATIONS: FRIDAY 30 JULY 2021

Only short-listed candidates will be interviewed.

Please note that if you have not heard from us by 15 August 2021, you should regard your application as unsuccessful.