



THE PEEL LITERATURE & ARTS REVIEW

# 2016-2017 Poetry Editor Application

Due Friday, March 11 at midnight.

## Poetry Editor Responsibilities

- Attend editorial board meeting weekly
- Serve a minimum of one office hour weekly
- Attend all The Peel events
- Recruit committee of ASU students able to demonstrate an interest in art and literature to aid in submission solicitation and evaluation
- Lead thoughtful discussion in the critiquing of submissions, encouraging constructive criticism to determine which pieces make it to publication
- Organize poetry submissions and scores in a timely manner
- Seek a faculty member to advise the poetry committee and to discuss committee structure, including submission solicitation, evaluation and voting methods
- Establish a regular meeting time with committee members and faculty adviser to review and score all submissions in a consistent manner
- Devise submission solicitation plans for committee
- Write submission critiques when necessary
- Notify students of acceptance and rejection
- Ensure the published magazine editions are error-free, particularly in the poetry section

## Poetry Editor Requirements

Must be a student at ASU with a minimum 2.0 GPA

Must have extensive experience in poetry and leadership

Upon completion of this application, please send this form as a .pdf file to [thepeel@appstate.edu](mailto:thepeel@appstate.edu) by March 11th at midnight. Please include your resume and contact information for two references. For any questions or concerns, email the 2016-2017 Editor-in-Chief, Kip McMillan at [mcmillansc@appstate.edu](mailto:mcmillansc@appstate.edu).