



## **Job Opening Announcement** **Managing Editor - TTE**

**Goodheart-Willcox Publisher** is seeking a **Managing Editor for the Technical, Trades, and Engineering** product lines. The Managing Editor will collaborate with the editorial director and acquisitions editors to lead editorial developmental planning and execution for the products. The ideal candidate will have a background in educational publishing and experience supervising and guiding developmental assignments.

### **What you'll do:**

- Working with acquisition team, this role is responsible for list and product strategy and planning at a title level, including planning revision cycles, and right sizing development efforts to match product market potential.
- Working in conjunction with key editorial stakeholders, oversee all aspects of planning and development for first edition and revised products on the team.
- Manage team efforts on all primary aspects of editorial project work, including:
  - Assess and as appropriate conduct market reviews on chapters.
  - Manage team interaction with authors as they develop plans for product development.
  - Find qualified reviewers for texts, as needed.
  - Work with Creative Department, as needed, throughout design, layout, proofreading, and other production-related steps.
  - Supervise, track, and appropriately communicate product scheduling milestones.
- Help support and/or facilitate market research to stay informed of the latest market trends, customer needs and strengths and weaknesses of competing products.
- Coordinate and support development team efforts to find qualified authors and subject matter experts to create and develop new products and supplemental materials.
- Conduct teacher training workshops to inform stakeholders about product design or professional development, as needed.

### **What you'll bring:**

- Bachelor's degree required. Master's Degree preferred.
- Minimum of three years of textbook development, including editorial and production phases required.
- Minimum of two years prior management experience required.
- Education, training, or experience in topics applicable to the team's product line.
- Excellent knowledge of basic language skills needed to perform editing tasks.
- Teaching experience or college coursework in educational instruction or team-focused discipline/course areas.
- Strong teamwork, communication, and interpersonal skills.

- Must be proficient in Microsoft Windows and Word.

**What we offer:**

Goodheart-Willcox Publisher is an employee-owned company driven by our mission, “**We Build Careers.**” G-W has spent over a century building a culture that we are proud of and is centered around our Core Values of ***Do the Right Thing, Can-do Attitude, Roll Up Your Sleeves, Always Improving, and Collaborative Spirit.*** When you join our team, you will experience an environment of collaboration, empowerment, and respect.

We’ve carefully selected our benefits, including retirement options, with a focus on fostering the overall well-being of our employees!

- *Employee Stock Ownership Plan & 401(k) with match*
- *Wellbeing Program*
- *Wellness Reimbursement Program*
- *Cariloop – a Caregiver Concierge*
- *Pet Insurance*
- *Employee Assistance Program*
- *Generous Paid Time Off*
- *Social Activities and Events*

Goodheart-Willcox Publisher provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, ancestry and marital status, and other protected classes, in accordance with applicable federal and state laws.

In addition, Goodheart-Willcox Publisher complies with applicable state and local laws governing nondiscrimination of employment. This policy applies to all terms and conditions of employment, including, but not limited to hiring, placement, promotion, termination, layoff, recall, transfers, leave of absence, compensation, and training.