

MARTLET STAFF POLICY

Senior staff:

Senior Staff have gone through the hiring process and are paid. Senior staff are hired at the discretion of the Editor-in-Chief (EiC) and Business Manager. Preference may be given based on past experience.

Staff:

Contributors who have contributed at least three pieces of content for the newspaper can apply for staff status. The Staff Writer is a volunteer position.

- Eligible individuals can email the EiC and Business Manager and formally request staff status by including three links to contributed content for the Martlet and a brief write-up (max 100 words) outlining that they have read and understood the Martlet's code of conduct and staff policy.
- The EiC and Business Manager then make their decision and inform the contributor and other Staff/Senior Staff of their decision
- The Editor-in-Chief and Business Manager then make their decision and inform the contributor and other Staff/Senior Staff of their decision
- Staff are encouraged to attend: Story meetings, editorial meetings, staff meetings, copy-editing meetings

Stipulations:

- Staff are expected to contribute four times over the course of the semester
- Content submitted in the summer can count towards becoming Staff; however, a lack of content submitted in the summer will not contribute towards loss of Staff status
- All staff are voting members of the MPS
- Staff status may be revoked if:
 - Staff does not abide by MPS policies
 - Four contributions per semester are not met
 - A staff member requests the revocation of their position