



EDITOR of Polyglot :
the online newsletter of NZALT
Job Description and Contract
2009 and 2010

(To be read in conjunction with both the Working Rules on www.nzalt.org.nz and the NZALT 2008-2012 Strategic Plan)

Polyglot is an online newsletter with a focus on classroom practice and other languages-related activities.

The Editor will be responsible for:

- Seeking, selecting and editing material
- Designing the online layout
- Preparing and proof reading copy for publication. Final copy of individual articles will be in pdf format (readable by both MAC and PC operation systems).
- Liaising with the webmaster regularly

It is expected that each final annual online edition of Polyglot meets the goals of the NZALT 2008-2012 Strategic Plan. The Editor will be responsible to the Executive of NZALT. The position is a two-year contract with an honorarium of \$1,000.00 for each edition.