ISSUER DIRECT (NYSE: ISDR) is a global communications and compliance platform company, with offices in Research Triangle Park, NC, Salt Lake City UT, Canada, and London. Thousands of CEO’s, CFO’s, compliance and shareholder communications professionals around the world rely on ISSUER DIRECT to deliver their company’s vision to the market and to stay in compliance with regulatory agencies.

ISSUER DIRECT sells compliance and shareholder communications products and services to public and private companies, around the world. The ever expanding Accesswire outreach platform tells a company’s story with maximum efficiency and cost-effectiveness. Accesswire is aligned with ISSUER DIRECT’s other platforms for seamless distribution and real-time analytics.

As one of fastest growing companies in our space, we are excited to be recruiting for skilled professionals looking to be a part of our dynamic team.

We are currently seeking a News Desk Editor to join our editorial team for our newswire division, ACCESSWIRE.

Position Summary:
As a member of the editorial team, you will be entrusted as a key player to distribute and edit press releases across thousands of distribution outlets both domestically and internationally. Additionally, you will be responsible for working with the entire organization and our clients to train, implement, and support their business leaders both inside the company and externally with partners to encourage platform use. The ideal candidate will be upbeat and looking for a unique opportunity to gain experience in the communications industry and is someone who works well with others.

Essential Job Duties and Responsibilities:
- Handles all aspects of the dissemination of a press release
- Conducts complete editorial reviews of each release received
- Assists clients with their distribution requirements
- Ensures consistency regarding branding and style
- Responds to client needs in a timely and efficient manner and troubleshoots user errors when required

Skills and Abilities:
- Interest in and ability to work in a collaborative, team-based environment
- Excellent oral and written communication skills
- Problem solving skills
- Detail oriented
- Self-driven
- Confidential
- Excellent time management and organizational skills
- Ability to prioritize and leverage resources successfully
- Proficient in PC/Internet technologies and Microsoft Office Suite
- Ability to work flexible hours and weekends
• A general knowledge of HTML
• Working knowledge of the major social media platforms
• Ability to work independently and provide strategic insight into user and content needs

Minimum Education and Experience:
• Maintain a BA/BS degree or equivalent work experience
• 2+ years’ editing experience required

Benefits:
• Company Equity Options
• Health, dental, and vision benefits
• Company provided Short-Term Disability, Long-Term Disability, and Life Insurance
• Employee Assistance Program
• Company provided Telemedicine
• 401(k) with match
• Generous and flexible PTO and Holiday Pay

Physical Conditions/Requirements:
• Position requires the ability to hear and communicate clearly, orally and in writing
• Capable of using a keyboard effectively
• Frequently required to sit for long periods of time, stand, and walk
• Occasional travel to meetings may be required

Issuer Direct is an Equal Employment Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability and protected veterans status or any other characteristic protected by law.

Learn more about us at https://www.issuerdirect.com/company/careers