



## EMPLOYMENT OPPORTUNITY

# Eternity for Today – Editor

***Eternity for Today*** is a quarterly publication of the ELCIC, available by subscription.

It provides daily scripture readings for reflection and prayer.  
Daily reflections are written by a host of writers from across the country.

**Position Description:** The Editor is responsible for the compilation and editing of issues of *EFT*.

**Accountability:** The Editor is accountable to the Program Committee for Worship, primarily through the Assistant to the Bishop, Worship. The Editor works in close collaboration with the Assistant to the Bishop, Communications and Resource Generation.

**Responsibilities:** The Editor is responsible for:

- The identification and organization of daily readings, based on the *Revised Common Lectionary* (the lectionary of the ELCIC), the daily readings listed in *Evangelical Lutheran Worship*, and other appropriate sources.
- The identification, recruitment, and retention of a broad base of writers, reflecting the theological, geographic, and diversity of our church, along with our full communion partners.
- Managing the list of writers so that there is a reflection for each day of the week, each week of the quarter.
- Collecting the written reflections and editing for content, style and length.
- Providing the compiled reflections and working with the Editorial Assistant and National Office for final editing, design, layout, and printing.
- Obtain and provide a detailed list of writers for each quarterly issue, along with mailing information, for invoicing purposes.
- Provide input to the Assistant to the Bishop, Communications and Resource Generation on the marketing strategy for the publication.

### **Working Conditions, Details and Expectations:**

Reflecting the time necessary for design, final editing, layout, and printing, **and mailing**, the reflections, edited for style and content, must be submitted to the office no less than 90 days before the effective date (four Quarters: Jan-Mar; April-June; July-Sept; Oct-Dec.). This lead time is critical to the ongoing success of *EFT*.

Our ‘customers’ are our subscribers, so it is important that the publication be attractive and well-written, and that it reach subscribers on time.

*Eternity for Today* is a much-respected publication and is held in high esteem by those for whom it is an important part of their daily devotional lives.

There is an honorarium for the Editor, negotiated on an annual basis.

Anticipated start date is July 1, 2025

### **Challenges and Opportunities**

*Eternity for Today* is both a print and an on-line publication.

- How can on-line subscription be encouraged and expanded?
- *EFT* is a totally Canadian publication: in what ways can the publication be marketed to full communion partners - both Anglicans and Moravians?
- In what ways can the base of writers also be expanded?

***For more information or to express interest in the position, please contact:***

Trina Gallop Blank [tgallop@elcic.ca](mailto:tgallop@elcic.ca)

Peter Wall [pwall@elcic.ca](mailto:pwall@elcic.ca)