



## **Executive Editor – Reading/Language Arts**

Monotype, LLC is a full-service editorial, design, and production studio specializing in the development of Pre-K through grade 12 educational products for publishers. We are looking for an Executive Editor specializing in Reading/Language Arts. This position will require travel. The successful candidate may work offsite, if desired.

### **Responsibilities**

- Tracks state curriculum standards, adoption schedules, research, competition, and educational trends in Reading and Language Arts
- Identifies and communicates with potential clients to promote Monotype's strengths as a full-service vendor for Reading and Language Arts projects
- Develops and maintains positive relationships with clients and prospective clients
- Has experience in successful team-building strategies and supervision in order to create additional editorial team or teams within the company as needed
- Develops and executes business plan to increase the sale of editorial services
- Works in collaboration with Executive Management team and sales force to identify upcoming projects in the marketplace
- Works with Executive Management to achieve company objectives

### **Qualifications**

- Undergraduate degree in education or related field, graduate degree preferred
- 5-7 years of editorial experience in educational publishing
- Comprehensive knowledge of all facets of educational publishing

### **About Monotype**

Monotype has been a resilient force in the publishing industry for close to a century. We deliver top-tier services to a variety of clients by focusing on project management and providing a rich array of publishing services including editorial, design, production, strategy, and technology. Monotype is located in the eclectic Baltimore neighborhood of Hampden.

### **To Apply**

Send a resume and cover letter to [careers@monotype.net](mailto:careers@monotype.net). For more information about Monotype, please visit our website at [www.monotype.net](http://www.monotype.net)!