

Associate Digital Editor

Almanac.com is seeking an Associate Digital Editor focused on editing, updating, and optimizing evergreen content. This position focuses on editing and updating search-driven articles across our core content areas, including gardening, astronomy, weather, home remedies, food, lifestyle, and DIY.

Working within a large library of evergreen reference content, the Associate Editor will review, update, and optimize articles to ensure they remain accurate, useful, engaging, and aligned with reader needs. As a reference-focused website, Almanac.com serves readers who come with specific questions and information needs; successful editors in this role enjoy improving content so readers can quickly find clear, trustworthy answers.

The ideal candidate is a strong editor who enjoys improving content, understands user intent, and is passionate about helping readers find clear, trustworthy answers to their questions.

This role is ideal for editors who are building expertise in digital editorial practices, content optimization, and audience-focused publishing. Scope may vary based on experience.

CORE RESPONSIBILITIES

- Edit existing articles in our CMS, ensuring all content is accurate, clear, consistent, engaging, and aligned with Almanac.com's editorial standards
- Review and update evergreen content at scale, ensuring articles remain current, authoritative, and valuable to readers
- Evaluate content through the lens of reader needs and user intent, ensuring articles answer questions clearly, completely, and efficiently
- Improve content structure, organization, and presentation to help readers quickly find and understand the information they need
- Carry out recurring digital editorial workflows, including content editing, formatting, publishing, and maintenance within established systems and processes
- Organize and structure content through categorization, metadata, internal linking, and content architecture best practices
- Participate in large-scale content refreshes and site-wide improvement initiatives across thousands of pages
- Identify and resolve content issues, including inaccuracies, outdated information, broken links, and structural inconsistencies

- Use audience insights, search behavior, and editorial judgment to identify opportunities for content improvements
- Collaborate with editors and cross-functional teams to support editorial priorities and content quality goals
- Maintain digital assets, including text, images, and links, to ensure content integrity and presentation quality

REQUIREMENTS

- Bachelor's degree or equivalent in English, communications, or a related liberal arts field; strong editing skills are essential
- 1–3 years of experience in an editing role
- Strong editing, copyediting, research, and fact-checking skills
- Demonstrated ability to improve content for clarity, usefulness, readability, and reader experience
- Understanding of audience needs and user intent, with the ability to evaluate whether content effectively answers readers' questions
- Familiarity with content management systems and digital publishing workflows
- Familiarity with SEO and search-driven content principles is a plus
- Familiarity with analytics or content performance tools such as Google Analytics, Google Search Console, or similar platforms is a plus
- Strong attention to detail and commitment to editorial accuracy and quality
- Strong organizational and time-management skills, with the ability to manage multiple projects and priorities
- Ability to work both independently and collaboratively in a fast-paced environment
- Interest in and familiarity with Almanac content areas—including gardening, weather, astronomy, food, home, and lifestyle topics—is strongly preferred
- Curiosity about how evolving search and AI technologies are changing how people discover and consume information online

Why Yankee Publishing

Recently celebrating our 90th year of telling New England's stories, Yankee Publishing is a proudly independent media company producing trusted print, digital, and television content through beloved and enduring brands such as *The Old Farmer's Almanac*, *Yankee* and *New Hampshire Magazine*.

Yankee Publishing is 100% employee-owned, offering employees a meaningful stake in the company's success. We provide a generous benefits package, including health and dental insurance, a flexible spending account, paid holidays and vacation, a 401(k) plan with employer match, and an Employee Stock Ownership Plan (ESOP).

We foster a collaborative, welcoming, and inclusive workplace culture where individuals are recognized and valued for their contributions. Yankee Publishing believes in diverse representation and strongly encourages people of color, members of the LGBTQ+ community, veterans, individuals with disabilities, and those from other underrepresented groups to apply.

HOW TO APPLY

The Associate Digital Editor position is a hybrid position working in our Dublin, NH office 2-3 days per week. If you live outside of a reasonable commutable distance to our office and are willing to relocate, please mention this in your cover letter. We may consider a remote employee if located in New Hampshire, Northern Massachusetts, or Southern Maine; as remote employees will need to attend in-person meetings a couple of times per month.

Please **apply on our website**, supply your resume, cover letter, and work samples to:
<https://ypi.com/employment/>