

THE COLLEGE HILL INDEPENDENT

STAFF ILLUSTRATOR/ DESIGNER APPLICATION

Fall 2019

All applications are due by **Friday, May 3 at 11:59 pm** to theindy@gmail.com. Please include the subject line "APPLICATION." Feel free to email the Fall 2019 managing editors (tara_sharma@brown.edu, benjamin_bienstock@brown.edu, catherine_turner@brown.edu) if you have any questions.

What do staff illustrators do?

Staff illustrators are an integral part of the *Indy* staff. They work with writers and illustration editors to develop illustrations for articles. They commit to illustrating at least 4 times a semester, but you can contribute as much as you like! Staff illustrators are our go-to to ensure that pieces have high quality, relevant, and visually beautiful illustrations. Their work is central to making the *Indy* an eye-catching and beautiful publication.

Illustrating for the *Indy* is a great way to hone your illustrating skills, to think critically and creatively in responding to a writer's work, and to get peer feedback in a collaborative workshop environment. It is also a great opportunity to see your work in print (and online)!

What do designers do?

An equally important part of staff, designers work during our "Copy Edit" (Wednesdays from 7pm onwards) to lay out the articles and illustrations into the final design for the paper. This position requires some basic knowledge of InDesign (support will be provided!) and an ability to effectively combine text and image in an attractive way.

As with illustrating, it is a great place to develop your skills and learn from others in a friendly environment, and to contribute to the content and presentation of the publication.

What do X and Ephemera editors do?

Editors of X and Ephemera curate the *Indy*'s two weekly visual pages. X tends to publish more pieces of more personal/political visual narrative; Ephemera leans toward infographics, interactive formats, and a humorous tone. These positions give editors plenty of freedom to draw from their own work and the work of other artists in order to curate their section. It's a great way to develop the skills required by an illustrator or designer while also managing and curating the work of other artists according to your vision.

QUESTIONS

Please type your responses below each question. Write as much as you see fit; there is no pressure to write a lot for any of these questions.

1. What is your name?
2. We're planning on conducting interviews before the end of finals period. If you are leaving Providence for summer break, when is your last day on campus?
3. Would you be able to make "Critique" every Monday from 7-8, and "Copy Edit" every Wednesday night from 7 (onwards)?
4. You will find the Indy's policy for interpersonal harm within our community attached to this application. Do you agree to this integrity statement and procedure? Do you have any questions about it?

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5. Are you interested in illustrating, designing, or both?
6. How did you hear about the Indy? Why are you interested in being a part of this community? What are you hoping to get from it?
7. What is your experience with illustrating/design?
8. What are your interests? What activities or communities you are a part of, either on- or off-campus? What do you do around here (classes, clubs, jobs, hobbies)?
9. Please include several examples of your visual work. It can be work that you have done for similar publications, or just pieces that you have made in class or elsewhere - we are just trying to get a sense of what you do! This should ideally be something you feel would reflect the type of work you're interested in doing next semester.
10. Are you comfortable with/have experience working to a deadline? The Indy is a weekly publication, and both illustrators and designers need to be able to work efficiently.
11. What is your experience with Adobe InDesign and Photoshop?
12. What do you think makes an effective illustration or design? Feel free to give an example from the real world such as an illustration in the *Indy* or another publication.

13. For X/Ephemera editors: Which of these sections would you like to edit? What is a piece you would like to publish in this section? More generally, what sorts of pieces would you like to curate in your section—what is your “vision” for the section as a whole?

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Thank you so much for applying! We look forward to being in touch. Do not hesitate to reach out with any questions.

Yours,
Tara, Ben, and Cate

Addressing Community Harm: Member Dismissal Policy

Integrity statement

In tandem with the production of anti-oppressive content in the publication itself, the Indy, as an institution, does not tolerate any instances of interpersonal violence including violations of consent and bodily autonomy, or otherwise oppressive actions perpetrated by a member of its staff (i.e. a Brown or RISD student listed on the masthead) or a contributor.

Drawing from the survivor-led anti-abuse organization *The Network/La Red*, the *Indy* understands oppressive actions as causing harm by exploiting “an imbalance of power intrinsically linked to the privileges bestowed on some at the expense of others, based on but not limited to: race, ethnicity, gender expression and identity, class, ability, sexuality, religion, citizenship status, age, language capacity and history of incarceration and court involvement.” Along these lines, the *Indy* recognizes abuse, oppression, and violence to be intersectional experiences.

In all procedures, the *Indy* prioritizes the comfort and safety of the reporter and staff. While we recognize that the measures available to us as a non-adjudicative body are primarily punitive, the *Indy* remains committed to promoting an understanding of transformative justice frameworks for interpersonal harm, including resources on campus for such an approach.

If a reporter or a direct representative notifies the Managing Editors that a member of staff or contributor has violated the integrity statement, it will trigger the following guidelines and procedure:

- 1) All actions taken by the Managing Editors to address relationship of the responsible party to the *Indy* will be led and consented to by the reporter.
- 2) In hearing instances of harm from a reporter or representative, the Managing Editors are not in the role of adjudicators; they will hold the instances of harm as true to the experiences of the reporter.
- 3) If a member of the *Indy* community is reported to have violated the Integrity Statement above and if the reporter consents, they will be dismissed from the *Indy* staff¹ and barred from all *Indy*-sponsored events. If it is brought to the attention of the Managing Editors that a person not on the *Indy* staff has committed interpersonal violence or oppressive actions, they will be disallowed from publishing with the *Indy* and be barred from social events.
- 4) The responsible party does not have to be deemed responsible by Title IX or other any institution at Brown or RISD to be removed from staff.
- 5) The Managing Editors will not reveal the identity of the reporter or the responsible party to anyone. If a reporter does not wish to reveal themselves to any of the three Managing Editors, they may communicate by proxy through representative.

¹ The *Indy* has the authority as a UCS-registered group to remove staff members. If, at the end of this process, someone who is removed from staff refuses to do so, a Managing Editor may file a no-contact order against the responsible party.

- 6) Third-party reports will not trigger the member dismissal policy unless they are brought forward explicitly by the reporter or their chosen representative. In other words, the *Indy* will not act outside of the wishes of the reporter.
- 7) The reporter does not have to be affiliated with the *Indy* in any way to trigger this procedure.
- 8) The staff will not be notified if someone is removed from the masthead for violating the Integrity Statement. If necessary, the Managing Editors will find ways to communicate that someone has left staff, without being specific about how.
- 9) If a reporter or a representative comes forward, the Managing Editors must provide them with resources on Brown or RISD's campus. This process is not merely a referral to campus organizations, but will provide valuable, specific information (e.g. which sources are confidential, who is best to talk to in each organization, how to obtain a Dean's note, how to obtain a no-contact order, etc.). The Managing Editors will be in possession of a document outlining these resources and will be available to any member of the Brown or RISD community upon request.
- 10) The Managing Editors will meet with the responsible party in-person to inform them of their decision. As with the reporter, they will point the responsible party to Brown and/or RISD's resources in a meaningful and intentional way. The Managing Editors should approach conversations with the responsible party with an understanding of transformative justice conceptions of harm. The Managing Editors cannot adequately provide a transformative justice process for the responsible party but should, to the best of their ability, point the party to resources on campus that can.
- 11) If the reporter was a member of the *Indy* staff, they will discuss with the Managing Editors what level of commitment to the paper they need during this process. They will be allowed a break from *Indy*-related duties for as long as they need while remaining on the masthead, with the Managing Editors or Senior Editors filling in as needed.