



ORAL HISTORY ASSOCIATION

Job Title : Newsletter Editor – Oral History Association

Job type: 3-year term starting 1/1/26

Application Review Begins: September 1, 2025

Stipend : \$3,000 plus support to attend OHA Annual Meeting

Summary:

The OHA Newsletter Editor leads the creation, curation, and distribution of two regular digital newsletter publications that are described below. This position is responsible for editorial planning, content development, and ensuring that these publications reflect the mission, diversity, and evolving work of OHA's membership. The two publications are as follows:

- The OHA Newsletter has been published regularly since the founding of the Oral History Association. Its purpose is to inform and engage the membership of the OHA. It features general news, columns from the current leadership and the executive office, profiles of members, and information on OHA programming, initiatives, and resources. Starting in 2026, the OHA Newsletter will be published quarterly.
- The Oral History Community Bulletin is a new publication that will be directed toward programs, institutions, and associations outside of the OHA membership. It will be framed to curate useful information for groups interested in the work of the OHA but also matters related to many fields of oral historians in general. The digital publication will be produced three to four times per year.

Key Responsibilities:

- Develop and manage the editorial calendar in collaboration with OHA leadership.
- Solicit, write, and edit articles, interviews, and announcements relevant to the OHA membership and the oral history field.

- Curate content from members, organizations, and oral history projects.
- Coordinate with contributors and ensure accuracy, inclusivity, and clarity in all content.
- Work with the OHA executive office who will provide support for the design and distribution of the newsletters electronically.
- Serve as OHA's representative for the Newsletter and the Oral History Community Bulletin, gather feedback and story ideas at events such as the annual meeting.

Qualifications:

- Strong writing and editing skills.
- Familiarity with oral history practices and the OHA community.
- Experience with basic design/layout skills.
- Excellent communication, organization, and collaboration abilities.
- Commitment to OHA's mission and vision.

About the Oral History Association

Since 1966, the Oral History Association (OHA) has been the leading organization for individuals dedicated to oral history. With global membership, OHA promotes best practices, supports oral historians, and connects educators, archivists, students, and creators. It fosters excellence in collecting, preserving, and sharing oral testimony and honors achievements through its awards program for publications, media, teaching, and projects. You can learn more about the work and mission of the OHA [here](#).