

UNIVERSITY OF BOLOGNA **LAW** REVIEW

The University of Bologna Law Review is currently looking for

N. 8 Associate Editors

Deadline: October 31st

The University of Bologna Law Review is a peer-reviewed student-run law journal **published by the University of Bologna, Department of Legal Studies**, and officially sponsored by Hamilton LLP and supported by the International Chamber of Commerce - Italy.

All law students of the University of Bologna may apply. First-year law students are particularly encouraged to apply. We will evaluate candidates based on merit.

The **admission process** is composed of two steps:

- A first interview with a selected Recruitment Editor. The purpose of this interview is to get to know the candidate better both from a motivational and a linguistic point of view.
- A second interview with an Editor from the Human Resources and Welfare team. The purpose of this interview is to evaluate the candidate's compatibility with the University of Bologna Law Review.

Important notes: the selection interviews are carried out **remotely**;

The interview will be held in presence only if expressly requested by the candidate and motivated, and if remotely would lead to discriminatory outcomes. Each case will be individually evaluated by our team.

Candidate requirements:

- very good knowledge of the English language;
- at least one previous team-working experience;
- interest in working in an international environment;
- strong motivation.

Results:

A list of the successful candidates will be published on the Law Review website <https://bolognalawreview.unibo.it/>



How to Apply

Submit your application to:
<http://ublrofficialrecruitmentplatform.weebly.com>

<https://bolognalawreview.unibo.it/>



University of Bologna Law

@bolognalawreview



ALMA MATER STUDIORUM
UNIVERSITA DI BOLOGNA
DEPARTMENT OF LEGAL STUDIES

We are particularly **looking for:**

- N. 2 Copyediting Editors

The Copyediting team revises incoming academical papers and makes sure that the citation style guides are correctly applied according to the Bluebook rules. It is the core of the editorial activity.

- N. 1 Promotion Editor

This group promotes the Law Review's activities within the School of Law and with third parties, using - if necessary - tailored presentations. The team is in charge of inviting new authors to publish with the Law Review and it proposes new Advisors. It also manages the image of the Review when editors travel abroad.

It helps fostering the relationship between Alumni and the Advisory Board. The group takes extra care creating a great experience in the Law Review by strengthening our connection with law firms or other Law Reviews.

- N. 1 Communication Editor

The group handles the Review's social media accounts. It spreads the news about the Review's successes, events, new open positions and new calls for submissions.

It designs special correspondence with Advisors, manages the newsletter and creates posters and flyers for events.

The ideal candidate is highly able to manage digital social networks and is prepared to generate positive news-threads for the Review. He/she prefers managing work on a daily basis. He/she can manage both formal and informal communications and can write in Italian and in English. The candidate is able to work remotely and has some knowledge (although not required) of Adobe Suite.

bolognalawreview@unibo.it

We are particularly **looking for:**

- N. 1 Recruitment & Events Editor

The group opens and manages the recruitment of home and visiting editors, also through the recruiting event - held once per semester - or the stand.

It organises at least one Symposium per year. It establishes partnerships between thirds and the Law Review, also managing its participation inside events.

The ideal candidate:

- is good in public speaking;
- is capable of identifying human resources;
- is both inventive and organised;
- has a creative approach to events;
- has an empathetic approach to recruitment.

- N. 1 Sources and Translation Editor

The editors need to be extremely precise in the execution of the work. High flexibility to withstand short and sudden deadlines is one of the key skills the role requires, along with excellent knowledge of English.

The editor will be checking the conformity of the text and notes to the canons of the Bluebook, identifying the editorial rules governing the different parts of the contribution. It is a highly internationalized work environment.

- N 1 Editorial Office Editor

An editor in the administration team handles and updates the correspondence with authors, checks terms of agreement and privacy policies, making sure their publication rights are not violated.

Also, part of the role is overseeing deadlines as well as the entire publishing process, uploading the final papers, and dealing with the recruitment of the Advisory Board. Enforcing anti-plagiarism rules is another aspect of the administrative duties of the editor.

- N. 1 Graphic Layout Editor

The Graphic layout team is in charge of the graphic features of the review. It updates the Syllabus and the Style guide, providing authors with information on the requirements of their last draft and on the final result of our editorial process.

* For this position only:

- we also **encourage students from other departments** to apply due to the technical skills requires.
- Knowledge of markup language LaTeX (Html), and G Suite applications is an asset.

- More info about this position:

<https://www.facebook.com/ubolognalr/posts/2648789138703000>



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