



BCTTNS NEWSLETTER EDITOR JOB DESCRIPTION

Newsletter Editor

- solicits, coordinates, and edits submissions to *Shifts in Energy* Newsletter or submissions to other publications e.g. TTNC News, *In Touch*.
- solicits and coordinates articles from society members about their experience with Therapeutic Touch and Therapeutic Touch events and prepares each publication in *Shifts in Energy* and other newsletters.
- prepares newsletter and sends it to the President for review.
- prepares newsletter and has it reviewed for proofreading.
- sends final copy of newsletter to Society Membership Coordinator for distribution to BCTTNS members.