



Peachtree Publishing is looking for a Production Editor with excellent copy editing and proofreading skills who will be based in our office in Atlanta, GA, reporting to the Managing Editor in New York City. The Production Editor will work on a large and growing list of children's books, shepherding titles through the entire process from manuscript to bound books. Experience with a wide range of children's books for all ages preferred, including fiction and nonfiction and ranging from picture books and graphic novels to middle grade and young adult.

Responsibilities include:

- copy editing cover copy and short manuscripts
- reviewing artwork with the editors for consistency and sense
- sending materials out to freelancers and reviewing their work
- proofreading covers and picture books
- checking corrections to later passes of covers and interiors
- copy editing marketing materials such as ads and teachers' guides
- working with editorial, design, and production teams to keep books on schedule
- assisting the Managing Editor as needed with other tasks

Skills needed:

- 2-3 years working as a production editor or copy editor
- Familiarity with Chicago Manual of Style
- Strong computer skills, including digital copy editing using Track Changes, and markup of PDFs using Adobe Acrobat
- Must be able to manage shifting priorities for a large list of titles while maintaining a high standard of quality
- Strong interpersonal skills and ability to stay calm under pressure
- Spanish language skills are helpful but not required

Candidates should send a resume and cover letter with the subject line "Production Editor" to hello@peachtree-online.com

The Holiday House, Peachtree, and Pixel+Ink group of children's book publishers values and is actively seeking candidates with a diversity of talents and perspective. All qualified applicants will receive consideration for employment without regard to race, national origin, religion, age, color, sex, sexual orientation, gender identity, disability, or protected veteran status. We offer a competitive range of benefits and compensation, including health, dental, vision, commuting benefits, disability and life insurance, as well as a 401(k).