



Developing a JEDI Editorial Calendar

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Goals

- Bring more substantive long-range planning to our coverage of diversity, equity, and inclusion at Suffolk
- Expand our pool of freelance magazine writers
- Incorporate emerging best practices on inclusive storytelling

AFI 2.0 Project

- Develop annual JEDI editorial calendar, focusing on cultural heritage months and annual Suffolk DEI events
 - Coordinate plans with Joyya Smith for the JEDI Quarterly
- Incorporate the AP's new [inclusive storytelling guide](#) into our assignments, reporting, writing, and editing
- Research professional organizations like the [National Association of Black Journalists](#), [National Association of Hispanic Journalists](#), [Asian American Journalists Association](#) as a source for freelance magazine contributors

JEDI Editorial Calendar

- Develop an editorial content calendar, working 3-4 months in advance. Cover planned events, write/edit president's messages, and profile a student, faculty, or staff member for each month.
 - September: Hispanic Heritage Month (starts Sept. 15)
 - November: Native American Heritage Month
 - January: MLK Day
 - February: Black History Month
 - March: Women's History Month
 - April: Arab American Heritage Month, National Autism Awareness Month
 - May: AAPI Awareness Month, Mental Health Awareness Month
 - June: LGBTQ+ Pride Month, Caribbean American Heritage Month

Next actions

- Meet with Joyya to do strategic planning for JEDI Quarterly
- Solicit feedback from diverse community members about OPA communications
- Develop calendar plans
- Identify potential stories and profile subjects
- Ongoing
 - Research best practices for DEI communications (CASE; other publications)
 - Research hiring, recruitment, retention strategies (LinkedIn; SU Center for Career Equity, Development & Success)