

# Ghostwriter Job Posting Template

***These templates are designed to be examples only. Please modify and create your own version when utilizing these templates. You need to differentiate yourself to make you stand out from all the rest.***

This template is specifically designed for posting a job description to hire a ghostwriter. The second part of the template provides specific information for posting a job on Upwork.

--- EXAMPLE BELOW ---

**Job Title:** Quality Book Writer Wanted!

**Job Description:**

I'm looking for a high-quality writer that can write a book for me on the topic of (insert niche/topic name).

You must have some knowledge or be able to effectively research the niche or topic that I give you and write a unique, 100% original quality book that is 10,000 words.

The book must be clear, educational and add great value to the reader. As the writer, you must be a native English speaker and have good grammar and spelling.

I'm looking for someone that can write my book within X days and is able to provide any revisions that I request. I will provide the outline and Table of Contents for the book.

Please apply here with your proposed rates in your application, as well as a sample of your writing for me to review.

--- END OF EXAMPLE ---

## Upwork Job Settings

Below is a reminder about the Upwork job settings:

**Estimated End Date:** 7 days from hired date (or whenever you want)

**Freelancers Who Specialize In:** Writing → Ghostwriting

**Skills Required:** article writing, content writing, creative writing, eBook writing, ghostwriting, Internet research, English grammar

**Marketplace Visibility:** Anyone can find this job

**How many freelancers:** One (or more if you want selection)

**Qualifications:** optional; here's what I select:

- *Freelancer Type:* No preference
- *Hours Billed on Upwork:* At least 100 hours
- *Job Success Score:* 90% job success & up
- *Rising Talent:* Include rising talent
- *Location:* Any location
- *English Level:* Native or bilingual
- *Group:* No preference

**How would you like to pay?** Fixed Price

**Budget:** Anywhere from \$50-\$300 (or whatever you're willing to pay)

**Level of Experience:** Intermediate (or whatever you want)

My books are around 10,000 words, then I add in the Introduction and Conclusion myself, along with any other additional sections. You're free to invest more into the book if you want - you want to make sure your book is quality and helps people. In the *Downloads* section is a book template that you can send to your ghostwriter. You will need to add or change the text in order to make the template relevant to your book.

You can also choose to use a ghostwriter agreement if you decide to hire someone through Upwork just to ensure that you have the rights to the book fully. Generally, once you publish the book on Kindle, you claim the rights to the book - but if you feel more comfortable using a ghostwriter agreement as well, you can use the "Ghostwriter Agreement" template included in the *Downloads* section.

**Remember:** there is no hard or fast rule to follow. Do the best you can, see what you get, and if you aren't happy with what you get, then change your approach.