

ENGLISH DEPARTMENT/WRITING PROGRAM INTERNSHIPS: SUMMER 2014 APPLICATION PROCEDURES

The English Department and the Writing Program are happy to announce **five** sponsored internships for the summer of 2014. Each 10-week, full-time internship carries a stipend of \$3500. Students may apply for more than one internship, but should indicate their first choice and notice the locations and difference of emphasis between them.

Editorial internship at *AGNI Magazine*. *AGNI* is a prize-winning literary journal, published at **Boston** University. It features fiction, poetry, and essays by both established and new writers. The intern should have strong reading, writing, and computer skills to assist in nearly every aspect of magazine publishing in this small office. **Open to current sophomores and juniors.**

Editorial internship at *Slate*. *Slate* is the nation's leading electronic magazine, featuring articles concerning political, cultural, legal, and social issues on a daily basis. This internship will be located in *Slate's* **Washington D.C.** office. The intern's responsibilities will include: research and fact checking, with writing opportunities available, depending on demonstrated skills. Applicants should be prepared to work in a dynamic, fast-moving environment. **Open to current juniors and seniors.**

Editorial internship at Kneerim, Williams & Bloom Literary Agency. Kneerim, Williams & Bloom is a distinguished literary agency, assisting both established and new authors of fiction and non-fiction attain publication of book manuscripts. The internship will take place in the **Boston** office, and includes substantial reviewing of submissions and proposals, assistance in outreach for new projects, and other aspects of the work of the small office. In addition to strong reading and writing skills, applicants should show familiarity and interest in contemporary writing. **Open to current sophomores, juniors, and seniors.**

Editorial internship at Library of America. The Library of America publishes beautifully edited and produced volumes of classic American writers. The internship will take place in the small **New York** office, and will include research in support of individual volumes, social and media outreach, and work on the Library's websites. Applicants should have strong library and computer skills. **Open to current sophomores, juniors, and seniors.**

Editorial Internship at W.W. Norton and Co. Norton and Co. is an outstanding publisher of both trade and academic books. The internship will be located in the **New York** office responsible for Norton anthologies, and will include the full range of academic publishing activities. In addition to strong writing and editorial skills, applicants should have an interest in the changing field of book publishing. **Open to current sophomores, juniors and seniors.**

Applications will require the following:

- 1) A cover letter explaining why you would like to participate in the internship, and your relevant skills, interests, and experience.
- 2) Your c.v. or resume.
- 3) A current Wellesley transcript (may be unofficial)
- 4) The name of a Wellesley faculty member who has agreed to serve as a reference.
- 5) A short writing sample (no more than 10 pages) that you think best represents your writing skills. The sample can be in any genre of writing, but a brief piece of newspaper reportage does not usually suffice.

Deadline is Monday, March 3 at noon. Submit **TWO** copies of all completed application materials: a **PAPER** copy to the Internship Applications box located in the Writing Program Office, FND124; and an **ELECTRONIC** copy sent as email attachments addressed to engwritinternship@wellesley.edu. Please put your name in the subject line of the email.

For answers to commonly asked questions, please see attached FAQ sheet.

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Answers to commonly asked questions:

Students abroad?

Yes, students abroad can apply. They need only submit the electronic version of their application materials, to the email address **engwritinternship@wellesley.edu**.

Applications??

Address the cover letter to Internship Committee.

If you are applying for more than one internship, 1 cover letter will suffice.

The best method for submitting an electronic copy of your transcripts is to scan the document and submit it as a pdf.

Choice of writing sample??

You may submit more than one item, but the total should not exceed 10 pages. Please use your own judgment.

Deadline??

The deadline is firm.

Review process??

Neither written references nor interviews are ordinarily part of the process; however, the name of a Wellesley College faculty member is required, and some interviewing may occur toward the end of the selection process.

Announcement??

Recipients will be announced before spring break.

Additional questions may be addressed to msabin@wellesley.edu.