**The Great Books Foundation**

The Great Books Foundation is interested in considering some interns for this winter, for editorial book production or for social media / outreach / marketing.  If interested, please contact Mary Klein [klein-m@greatbooks.org].

These are wonderful opportunities at an incredible organization. Apply soon! And please let me know if you're selected and I'll register you for academic credit this winter.

Best of luck,

Prof. Green

We have two primary areas of work where we will need help: one is editorial book production, and the other is social media, research, and outreach. We could use two separate interns, each working about two days a week, or one person working about three days a week if that person has an interest in both areas.

Possible projects for the **book production internship**:

Fact-check author headnotes for adult or K-12 anthologies

Research and assist with permissions process

Key in selections and make corrections using InCopy

Proofread and cold read adult anthologies, teacher materials, K-12 student fiction/nonfiction materials, catalogs, or website materials

Review/QA ebooks on multiple platforms

Shadow/assist Editorial Services person on cross-team projects (examples include book projects, professional development offerings, videos/webinars, website revisions)

Write posts for Great Books Connections

Help with some of the regular filing, organizing, photocopying, and library runs

Possible projects for the **social media / outreach internship**:

Assist with targeted premarketing and outreach research for forthcoming adult anthologies

Assist with coordination of small outreach events and programming for *Her Own Accord*

Research the use of Instagram for businesses, the use of Instagram for similar nonprofits, and the creation and implementation of an account; create a proposal for implementation

Assist with preparation for #GivingTuesday; duties may include brainstorming campaign components, creating social media content, soliciting testimonials from customers, writing campaign-related copy

We are committed to providing our interns with meaningful work, and the more abilities and interests the intern has, the more we will have for that person to do!

**Agate Publishing**

I'm writing as a graduate of DePaul's MAWP program who interned with StoryStudio Chicago during my first year of the program and found the experience both valuable and memorable. Some time after graduation I took another internship with Agate Publishing in Evanston and have since been hired into a full-time role as an editorial coordinator.

In this role I frequently observe the company's efforts to staff new editorial and marketing interns, and now having been on both sides of that table, it led me to think of you and the MAWP program.

I'm unsure if you're familiar with Agate's internship offerings, but I can say from experience that they offer a lot of potential for MAWP students to garner very practical experience in publishing. (I'd personally point to my internship with Agate and my editing class with Prof. Mulderig as the two experiences that helped me make the biggest strides professionally). One thing I'd add is that, not only do interns have the opportunity to perform real-world tasks like proofreading manuscripts, writing catalog copy, and more, but they also can sit in on seminars given by the publisher and staff about topics such as the editorial process, publishing contracts, marketing books, and educational textbook publishing.

Rather than spell out all the additional details, I would invite you to read a bit more about what we offer at the bottom of this page: [http://www.agatepublishing.com/about/agate/](https://outlook.depaul.edu/owa/redir.aspx?C=K7zgHKCrbq0Q5iZFQUBlrSFIge9QXSvxVlFdT14VVC0XnRRmFg_UCA..&URL=http%3a%2f%2fwww.agatepublishing.com%2fabout%2fagate%2f" \t "_blank)

Because we are often looking for skilled interns and I know that the MAWP program is host to a lot of talented and hungry individuals, I wanted to ask if you'd be willing to include us on any job boards, email campaigns, or anywhere else that you share opportunities with students in the program. I recall receiving a few notifications of the sort during my time at DePaul and would have jumped at the chance to get this kind of experience working in an editorial setting.

I would also welcome you to reach out to our publisher, Doug Seibold, if you'd like to learn more about Agate or to discuss any interest or concerns about sharing this with the MAWP students. I know we've occasionally sent representatives to careers-in-publishing panels and the like, and we'd love to continue nurturing our relationship with the program.

Thanks, Chris! I hope you continue to be well.

Best,

Colton Gigot

MAWP Class of 2014

--

**Colton B. Gigot**

Editorial Coordinator

Agate Publishing, Inc.

1328 Greenleaf Street

Evanston, IL 60202

[847.475.4457](tel:847.475.4457" \t "_blank)

[www.agatepublishing.com](https://outlook.depaul.edu/owa/redir.aspx?C=67KYohCOrs6RBLLuXxorLNosIfFz7n_z_5kNxrdIx8IXnRRmFg_UCA..&URL=http%3a%2f%2fwww.agatepublishing.com%2f" \t "_blank)

**The Chicago Humanities Festival**

The Chicago Humanities Festival (CHF) presents entertaining and smart programming about ideas that matter. But we do more than that. We shape ideas, helping our audiences see the world anew. We help them challenge the boundaries of contemporary knowledge and culture. We help them understand what it means to be human.

Currently, CHF is recruiting winter/spring interns for the **Marketing, Development, Programing, Production and Web/Multi-Media** departments. Attached is the internship application form and description internships available for 2017 winter/spring session.

Interns are a vital component of our staff, we offer several project-based internships during three internship sessions (summer/fall/spring). The internship program requires a commitment of **14-21 hours** a week for **3 to 9 months** (a 9 month internship is preferred, but a minimum commitment of 3 months is required). The winter/spring internship starts **Late January or early February, 2017 through late May 2017.** We are more than happy to accommodate variations on those dates if your students have different requirements.

Please pass this material on to any interested students, feel free to contact me if you have any questions.

Best,

Saloni Dar

Associate Director, Administration & Operations

Chicago Humanities Festival

500 N. Dearborn St.

Ste. 825

Chicago, IL 60610

(312) 661-1019

[www.chicagohumanities.org](https://outlook.depaul.edu/owa/redir.aspx?C=IGjjxjMuJbIYb_YBJNCf1bfs9AdghZMQop21knyJcBOMGip8Fg_UCA..&URL=http%3a%2f%2fwww.chicagohumanities.org" \t "_blank)

**Fictitious**

If you're interested in interning on an online lit journal and show at iO Chicago that specializes in comedic short fiction, please contact Shelby Plummer [sjplumme@umail.iu.edu](https://outlook.depaul.edu/owa/redir.aspx?C=gusOJbXEF6obVmhzgATHKmlUg95R3eP6WJ1gym01X19TfeyPFg_UCA..&URL=mailto%3asjplumme%40umail.iu.edu" \t "_blank). Please let me know if you are chosen and I'll register you for academic credit (including JYEL) via the winter online internship class.

Best,

Prof. Green

**Shelby Plummer**

*[shelbyjoplummer.com](https://outlook.depaul.edu/owa/redir.aspx?C=EVE5-VQf72yrOgkEEpqTK554LI5-zC7lHMowI-8AJZdTfeyPFg_UCA..&URL=http%3a%2f%2fshelbyjoplummer.com" \t "_blank)*

*Writer/Actor at Fox On A Hill*

*Ensemble Member at iO Theater*

*Ensemble Member at Laugh Out Loud Theater*

*Second City Graduate*

**Poetic License Press**

Poetic License Press is looking for an intern to assist us with the initial editing process for *In Plein Air*, a limited edition print publication of art and poetry. Yesterday I e-mailed you the Call for Words and Art for this project.

We're looking for an intern that comes with an endorsement of his/her reliability and integrity. Ideally, the intern should be able to commit approximately 2 - 4 hours per week through the end of December.  Most work can be done remotely, but the intern must be able to meet in the City from time to time if and as needed.

The intern will receive acknowledgement in the publication and one free copy (plus discount on additional copies).  If the arrangement works well, the intern may be invited to continue working with us through the editing, publication and marketing process, in which case we will pay a small honorarium.

For the right candidate, this is an opportunity for hands-on, meaningful involvement in bringing a quality literary project to fruition with an independent press that has a proven track record.  If there is someone you would endorse for the position, please have them e-mail us at [inpleinairproject@gmail.com](https://outlook.depaul.edu/owa/redir.aspx?C=M67dh4AozWRuVtQr1i1RAsnJ2A4tEJRpHNg4-GEa1i0o7RCrFg_UCA..&URL=mailto%3ainpleinairproject%40gmail.com" \t "_blank).

Thanks so much for your consideration and support,

Arlyn

**Poetic License Press** ~ publishing creative writing that is *authentic, accessible and engaging*

[poeticlicenseinc.blogspot.com](https://outlook.depaul.edu/owa/redir.aspx?C=zRw2qP9_-ES3cInov3TxM6AMVJgNZWOagBmaDdhp414o7RCrFg_UCA..&URL=http%3a%2f%2fpoeticlicenseinc.blogspot.com" \t "_blank)

**Center for Companies That Care**

Wanted to reach out and give you our list of anticipated internship opportunities in the fall:

·         Research

o   Identifying our competitors and helping us figure out how we’re different

o   Finding out if any organization is serving college students who have dropped out at any point during their college education but before they graduated

o   Creating a database of Chicagoland employers who are interested in education as their philanthropic focus and what types of employee giving programs they offer as well as details about them; Matching Gift Program benchmarking

o   Activities that support development of 7 Essential Life Skills for 2017’s March to College

o   Identify Ted Talks that are relevant to what we do that can be used to help educate our stakeholders

·         Community Initiatives/Social Capital

o   AIM High Touchpoint events – assist with planning and execution of events

o   AIM High Leadership Institute – assist with planning and execution of lessons

o   Be a resource to The Brand (AIM High’s parent group) and /or the Associate Board, specifics TBD

o   Outreach for in-kind donations (e.g., gift cards or other items college students could put to good use) for AIM High College Students

o   Outreach and planning for 2017 March to College

o   Outreach and planning for December 2016 College Simulation

o   Outreach for 2016-17 PEERS/Invisible Differences

o   Outreach and planning for 2017 Summer Stretch & STEM Institute

·         Marketing/Social Media

o   Refresh materials with impactful messages

o   Mobile-friendly tools

o   Create and execute social media communication plan

·         [Choices](https://outlook.depaul.edu/owa/redir.aspx?C=rt2cSDxokOgyF3rW2MZAj0i8OVXNls6u_y8beiWNdO9nhzK_Fg_UCA..&URL=http%3a%2f%2fwww.companies-that-care.org%2feducation%2fchoices-conference" \t "_blank) Conference

o   Assist with final preparation for the September 28th event

o   Help execute the event (e.g., on-site check-in, note-taking, etc.)

o   Post-event follow-up

·         Data

o   Set up Excel spreadsheets for Apples 2 Apples (AIM High Touchpoint)

o   Create database of “ask” timing of possible donors (e.g., Potbelly’s, Tasty Catering – 4 months, Kohl’s – 6 months?, Panera, Toppers, Jimmy John’s, etc.)

o   Create a database of recommended fundraisers for high school students to do

o   Help maintain integrity of our database of contacts by updating/making corrections as needed

On average interns work about 20 hours/week.  We are also open to having a short-term intern to complete a particular mini project or task.  All internships are unpaid.  All interns participate in our staff meetings, assuming Monday is one of the days they work.

If you have any questions, please do not hesitate to contact me.

All the best,

Cynthia

Cynthia Cobb, SPHR, SHRM-SCP

Program Director

Center for Companies That Care

815 W Van Buren • Suite 415 • Chicago, IL 60607

Office 312-661-1010 • Fax 312-533-2492

[cynthiacobb@companies-that-care.org](https://outlook.depaul.edu/owa/redir.aspx?C=gSrZlklQdUYxYML5yV1xZnWRb90Sy_TFWieODm18vONnhzK_Fg_UCA..&URL=mailto%3acynthiacobb%40companies-that-care.org" \t "_blank)

[www.companies-that-care.org](https://outlook.depaul.edu/owa/redir.aspx?C=eBIrBPyY4A0D705wMsJa0yUNPipA6CAsUrxI408C6nhnhzK_Fg_UCA..&URL=http%3a%2f%2fwww.companies-that-care.org%2f" \t "_blank)

**June Media**

My name is Brittany Jones and I’m an associate editor at a digital publishing media company called June Media. I wanted to reach out to you with the hopes that you could help me with finding students that are possibly interested in gaining internship experience writing in the food, lifestyle and entertainment industry.

Just to let you know more about the company and the internship June Media is a rapidly expanding online media company based in Chicago, Illinois and New York City that focuses on women’s topics. Its main properties are Recipe4Living, SavvyFork, FitandFabLiving, and Work It, Mom!, which receive over millions of visitors. We are currently seeking interns who are ready and willing to work in a fast-paced environment and are comfortable working in the realms of food, fashion, and lifestyle publishing.

Editorial interns for Entertainment content will be based out of our Chicago office, and will act primarily as content researchers and generators within the stack of entertainment websites. Editorial interns will be supervised by both junior and senior members of the editorial team.   
  
Editorial Interns for the Entertainment department should be able to commit to a schedule that starts at 8AM at least three days per week. Specific scheduling is flexible.

We are always looking for students year-round and hopefully you know of a few that would be interested. If so, they can apply here: [http://www.internships.com/posting/Writing-Intern-I5495819](https://outlook.depaul.edu/owa/redir.aspx?C=z1B9rHSoi5uJmS8_7S2zShZMtlZzN00IJLj2m68lClVbyC8dFw_UCA..&URL=http%3a%2f%2fwww.internships.com%2fposting%2fWriting-Intern-I5495819" \t "_blank) or send in their resumes at [internships@junemedia.com](https://outlook.depaul.edu/owa/redir.aspx?C=jNHQ0DYNznSXporyKtaGS5NVz5EjppCUdY2EwYTtcAVbyC8dFw_UCA..&URL=mailto%3ainternships%40junemedia.com" \t "_blank).

If you have any questions please feel free to let me know!

All the best,

**Brittany Jones**

Associate Editor

200 E. Ohio St. Chicago, IL 60611

[brittanyj@junemedia.com](https://outlook.depaul.edu/owa/redir.aspx?C=MSo4BxBfSGKrFvETunwxl36KkAOjr2jS1t-EnooFSt5byC8dFw_UCA..&URL=mailto%3abrittanyj%40junemedia.com" \t "_blank)

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