**cW Editorial Internship**

### **OVERVIEW**

[Cancer Wellness](http://www.cancerwellness.com) is an enlightened lifestyle magazine for the New Cancer Community of warriors, thrivers and supporters. With a focus on nutrition, complementary medicine, beauty, fashion, innovations and other subjects, Cancer Wellness aims to address the cancer experience from all aspects.

Cancer Wellness is looking for an energetic and dynamic remote editorial intern to join its team. Creativity, diligence, independence, sociability and the ability to produce quality work under tight deadlines are required for the position. Reporting to the editorial director, the editorial intern is expected to prioritize an array of projects for *Cancer Wellness*, including a mix of writing, fact checking, transcribing and other administrative duties. Our ideal candidate will have strong print and digital experience. This is a part-time, unpaid position.

Candidates for this position must be passionate and excited to showcase their abilities. We are a small, developing publication.

**Email all required materials to:** [**bjulious@cancerwellness.com**](mailto:bjulious@cancerwellness.com)

### **ESSENTIAL JOB FUNCTIONS**

* Writing a mix of stories for the Cancer Wellness website
* Fact checking stories for quote attribution, as well as names, places, and organizations for proper spelling and correct facts, dates, and statistics
* Transcribing interviews of cW staffers when needed
* Other administrative duties for major projects when necessary

### **REQUIRED ABILITIES AND SKILLS**

**High Proficiency:**

* AP Style
* General fact checking
* Editorial writing for print and web
* WordPress

### **EDUCATION AND EXPERIENCE**

* Major or a degree in journalism, communications, English, public relations, or related fields.
* Experience with web production tools (WordPress) required.
* Experience with Salesforce is preferred.
* Prior office/internship experience and editorial experience is preferred.
* Strong digital and print design background with a demonstrable record of success

**APPLICATION REQUIREMENTS**

* Please provide the following:
  + Cover letter
  + Resume
  + 2-3 clips or links to clips
  + 1 professional reference and 1 school reference

**EEO STATEMENT**

Cancer Wellness is committed to hiring people with diverse backgrounds, voices and visions. Be yourself. We hold ourselves accountable for fostering inclusion and opportunity across race, gender, age, creed, identity and experience.