Harvard University Press Internship for Diversity in Publishing

Harvard University Press seeks applicants for a paid Internship for Diversity in Publishing for Summer 2017. The long-term goal of the internship is to introduce undergraduate students from diverse backgrounds to publishing. The intern will rotate through departments at the Press, assisting with a variety of tasks related to the publication of scholarly books. The intern will gain practical experience in all aspects of book publishing, including how books are acquired, edited, designed, printed, sold, and promoted.

We are looking for applicants who are enthusiastic about books and ideas, are detail-oriented, and are excited about learning. In recognition of the importance of bringing a wider range of voices into publishing, the Press seeks applicants who offer perspectives and talents shaped by a broad range of backgrounds, including but not limited to people of color; people belonging to ethnic, cultural, or religious minority communities or who identify as LGBTQ; people with disabilities; and first-generation college students.

About the Press: Harvard University Press, one of the largest university presses in the country, publishes approximately 200 nonfiction books per year in a variety of fields, including economics, history, literature, philosophy, and the sciences. Some of our acclaimed authors include Henry Louis Gates, Jr., Jane Goodall, Toni Morrison, Viet Thanh Nguyen, Thomas Piketty, and E. O. Wilson. The Press is driven by the belief that books from academic publishers are essential for understanding critical issues facing the world today. For more information on the Press, please see our website at http://www.hup.harvard.edu/.

Terms: This is a full-time position (up to 35 hours/week) that runs for an 8-week period, from June 19 through August 18, 2017. Pay is competitive. Harvard University Press offices are at 79 Garden Street, Cambridge, MA, and are accessible by public transportation.

Requirements: Open to students who are entering their freshman, sophomore, or junior year of college and are at least 18 years old. Applicants should have a strong interest in books and publishing, excellent written and verbal communication skills, and basic computer skills, including familiarity with word processing.

How to Apply: Please submit a cover letter of no more than 300 words describing what you hope to gain from the internship, listing your relevant skills and experience, and explaining how your background or life experiences would add to the diversity of voices within the publishing industry.

Please send the cover letter, along with a resume and the names of two references to:

via email: intern_hup@harvard.edu

via snail mail: HUP Internship
Harvard University Press
79 Garden St.
Cambridge, MA 02138

Deadline: May 30, 2017