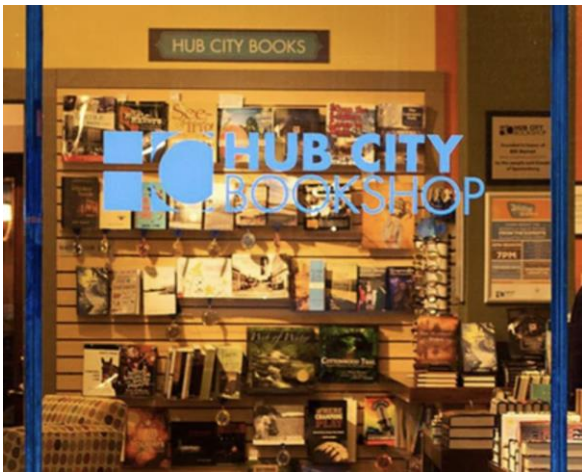


# Calling All Readers & Writers



## About Our Internship

The Hub City Writers Project is pleased to announce a literary internship for graduating Spartanburg County high school students. This publishing/bookselling internship is intended to introduce an intern to these closely knit industries and the job opportunities within them. This unique opportunity to work in both publishing and bookselling enables the intern to get an overview of the lifespan of a book from query letter to publication. The ideal candidate must have a strong desire to learn about the book industry, be a punctual self-starter, be flexible, curious, and comfortable working with the public, and have a passion for books. We encourage applicants of all backgrounds, races, ethnicities, gender and sexual identities, and disability statuses. *This internship is made possible by a generous gift from Marjorie and Kofi Appiah.*

What are some of the jobs in publishing and bookselling? There are many—acquisitions and copy editors who purchase manuscripts and correct mistakes and recommend edits; agents who represent authors and sell their manuscripts to publishers; designers and illustrators who make books beautiful; publicists and marketers who promote the books and authors; salespeople who work for the publishers and book buyers who buy for independent and chain bookstores; and, of course, the authors who write the books, plus many more!

### Job Description

This 12-hour a week position will be divided equally between the offices of the Hub City Press, 200 Ezell Street, Suite 1, and the Hub City Bookshop, 186 West Main Street. The offices are located one block from each other in downtown Spartanburg.

Press duties include but are not limited to proofreading and interior and cover of books, copy editing, packing and shipping review copies, publicity and marketing research, data entry, and more. Bookshop duties include but are not limited to sales and customer service, receive and return inventory, write press releases, assist with author events, and more.

### Compensation

This internship pays \$10.00 an hour, plus a \$300 travel stipend for a total of \$1500.

### Requirements

This internship is open to all Spartanburg County public high school rising juniors and seniors, and newly graduated seniors in good academic standing. Applicants must submit a short essay stating why they are interested in applying for the position and have a letter of recommendation from a teacher or mentor. Applications will be accepted until May 1. Those selected for interviews will be notified within the first two weeks of May. Email materials to [sharon@hubcity.org](mailto:sharon@hubcity.org) or mail them to the bookshop.

### About Hub City

The Hub City Writers Project is a 501(C)3 nonprofit organization whose mission is to cultivate readers and nurture writers. HCWP does not discriminate on the basis of race, color, religion, gender, age, sexual orientation, disability statuses, or national origin.