



Editorial Internship Sundress Academy for the Arts

The Sundress Academy for the Arts at Firefly Farms, a 501(c)(3) non-profit organization, is seeking editorial interns. The position's responsibilities include the preparation of documents necessary to run an independent writer's residency, as well as online participation in literary events including readings and workshops. This part-time internship would consist of approximately 5-10 hours of work per week and run from January 1st to July 5th, 2022. One of these positions will be remote, while the other must be local to the greater Knoxville area.

The Sundress Academy for the Arts (SAFTA) is an entirely volunteer-run organization that hosts residencies, workshops, and retreats centered on creative writing in all genres. Located on a 45-acre farm twenty minutes from downtown Knoxville, SAFTA's mission is to give writers of all levels a chance to workshop with nationally renowned professionals in their field as well as uninterrupted time to focus on their creative work.

The editorial intern's responsibilities will include writing press releases, composing blogs, proofreading, working with social media (Facebook, WordPress, etc.), collating editorial and residency data, research, and more. The intern will also be needed to help facilitate Zoom readings and events.

Preferred qualifications include:

- A keen eye for proof-reading
- Strong written communication skills
- Experience with WordPress, Zoom, and other online mediums
- Knowledge of contemporary literature a plus

While this is an unpaid internship, all interns will gain real-world experience in working with online event planning, nonprofit management, running a residency, communications, and more while creating a portfolio of work for future employment opportunities. Interns will get to work alongside members of both the local and national literary community through SAFTA workshops and readings, which interns are able to attend for free during their tenure with the organization.

To apply, please send a resume and a brief cover letter detailing your interest in the position to the Staff Director, Victoria Mullins, at saftastaffdirector@gmail.com. Applications are due by Monday, November 29th, 2021.

For more information, visit our website at www.sundressacademyforthearts.com

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