

## Editorial Internship Sundress Academy for the Arts

The Sundress Academy for the Arts at Firefly Farms, a non-profit organization, is looking for an editorial intern to help with proofreading, writing promotional materials, and constructing press releases and other official documents. This part-time internship would consist of approximately 10 hours of work per week and run from August, 2018 to January, 2019.

The Sundress Academy for the Arts (SAFTA) is an entirely volunteer-run organization that hosts residencies, workshops, and retreats centered on creative writing and visual art. All workshops are led by experienced instructors of various creative genres. Located on a 45-acre farm twenty minutes from downtown Knoxville, SAFTA's mission is to give writers and artists of all levels a chance to workshop with nationally renown 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 data, research, and more. The intern may also be responsible for assisting with marketing including posting flyers, working with local fundraisers and events, etc.

*Preferred* qualifications include:

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

Applicants should be located in the greater Knoxville area and be able to provide transportation for meetings and events.

While this is an unpaid internship, all interns will gain real-world experience in promoting and editing books for a nationally recognized residency and reading series while creating a portfolio of work for future employment opportunities. Interns will also be able to attend all workshops at the Sundress Academy for the Arts at cost 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, Katherine Bell at [bell@sundresspublications.com](mailto:bell@sundresspublications.com). Applications are due by August 1, 2018.

For more information, visit our website at [www.sundressacademyforthearts.com](http://www.sundressacademyforthearts.com)

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Sundress Academy for the Arts  
195 Toby Hollow Ln | Knoxville TN 37931  
(865) 560-6106 | [safta@sundresspublications.com](mailto:safta@sundresspublications.com)