

**CW 675/CW 875 Community Projects in Literature
Internship Leads (updated 4/17, 2015)**

CW 675/875 Community Projects in Literature is an opportunity to gain experience in the fields of publication, teaching, and arts administration, which will make valuable additions to your resume. Though each internship will be individually shaped, you will make a commitment of at least six hours a week for the length of the semester to earn three units credit. If you make that commitment, you will be expected to keep it. The instructor will approve the project and confer with the internship supervisor. (Most of these organizations have had both good and bad experiences with our student interns, and have asked us to send them ONLY reliable people. Be reliable.)

Use this list of organizations as a guide to finding an internship, or you can find one on your own. This list includes on-campus internship opportunities, such as the Poetry Center. You also may create your own project as well; for example, teaching writing workshops in community, institution or school settings, or creating a reading series.

Typically, the organizations listed will ask you for a brief resume; try to give them some idea of the kinds of experience you already have. For example, did you work on a campus journal, can you operate a computer, file, and write clearly?

NOTE that some of these organizations might not be accepting interns this semester, or may have changed their contact information, or may no longer exist. Please let us know via email, cwritings@sfsu.edu, if any of these leads are dead ends; we're grateful for your help keeping the list current!

826 Valencia Street,

<http://826valencia.org/internships>

Contact: internships@826valencia.org

826 Valencia is currently hiring educational programming interns for Fall 2016 and Spring 2017! Interns will focus on supporting our student programs, which will involve tutoring students 1:1 and in small groups, developing lesson plans, publishing our students' writing, and assisting our staff in the ins and outs of program management and scheduling volunteers. Requirements include: a minimum commitment of 15 hours/wk for the duration of the semester; excellent written and verbal communication skills; proficiency with Microsoft Office, and a commitment to our mission of supporting youth ages 6-18 with their creative and expository writing skills. Prior experience with kids in a professional setting is a plus, as is editing/proofreading experience and Spanish language skills. **To apply:** All materials and inquiries should be emailed to internships@826valencia.org. Our ideal application deadline for the fall internship is July 25, 2016 and Nov 1, 2016 for the spring opportunity, but applications will be accepted on a rolling basis until all positions are filled. Please send us a current résumé that reflects any relevant experiences and skills along with two professional references (contact information only, no reference letters required) and a cover letter that explains what you will bring to the position and what you hope to gain as an intern. For more information, here's a link to our internship page: <http://826valencia.org/internships/>.

America SCORES Bay Area

<http://www.americascorabayarea.org>

Contact: Program Director Yuri Morales at ymorales@americascorabayarea.org, (831) 600-6782

Bay Area non-profit that provides an after school program for 6-11 year olds in Bayview/Hunters Point, Excelsior, Vistication Valley, Mission, Tenderloin, and other neighborhoods throughout San Francisco where there are high-need elementary school communities. Children in the SCORES program alternate between soccer and creative writing classes with their team 5 days a week. They are looking for writing mentors to help out with homework and the writing class one-two afternoons per week for a minimum of 2 hours. This

is a semester-long commitment. Writing classes occur between 3-6pm depending on the school site. To apply: please email Yuri Morales, Program Director at ymorales@americascorers.org

Aunt Lute Books

www.auntlute.com

Box 410687, San Francisco CA 94141

Contact: 415 826-1300, Taylor, books@auntlute.com

Multi-cultural women's press in San Francisco; when they need interns, look for part-time interns to assist in all phases of book production. Interns would be assisting staff with order fulfillment, marketing, web-research, grants and production. Interns receive a small monthly stipend.

Bay Area Generations Reading Series

<http://bayareagenerations.com/>

Contact: bayareagenerations@gmail.com, 415-489-0074

Bay Area Generations reading series seeks an Outreach Coordinator to recruit submissions each month, and promote the program that alternates its performances between San Francisco and East Bay venues. The Outreach Coordinator visits a variety of reading series, classrooms, workshops and other places where writers gather to solicit submissions, suggest pairings, encourage attendance at events, and answer questions. May occasionally post submission calls; write press releases; and assist with website maintenance, email lists, and reader lists. A full position description is available upon request. To apply, send a letter of interest with résumé via email to bayareagenerations@gmail.com.

Bay Area Playwright's Festival

<http://playwrightsfoundation.org/>

Internship information available for the Fall and Winter 2016/17 semesters at their webpage, <http://playwrightsfoundation.org/index.php?p=29> To apply: send a cover letter and resume to our Administrative Director Marcy Straw at marcy@playwrightsfoundation.org with the position and cycle you are interested in applying for in the subject line, i.e., Marketing Intern, Fall 2016, etc.

The Beat Within

www.thebeatwithin.org

Contact: Lisa Lavaysse, lava@thebeatwithin.org, 415-890-5641

Writing and conversation program in juvenile halls, is looking for a Workshop Facilitator for weekly workshops on Tuesday Evenings in the Alameda County juvenile hall (in San Leandro). During the training period, this will be a volunteer post. It will turn into a paid position/stipend at the rate of \$25/hr for facilitating workshops and \$25/hr for editing their units' work. 2 hours per week workshop commitment. Tuesdays from 7 p.m. - 9 p.m. plus 4 additional hours. Eventual editing hours will vary depending on unit size and quantity of writing generated by the young people. All successful applicants will go through a background check and a "livescan" fingerprinting process.

Beyond Chron

<http://www.beyondchron.org/>

Contact: Randy Shaw, rshaw@beyondchron.org 415 771-9850

Beyond Chron is a San Francisco-based news and entertainment website. Interns will be expected to write articles, conduct interviews and compile listings. Interest in local politics and background in journalism preferable. Internship will require a commitment of 10-20 Hours per week. **To apply**, please email resume, cover letter, and three clips.

Chronicle Books

<http://www.chroniclebooks.com/>

680 Second Street

San Francisco, CA 94107

Contact: jobs@chroniclebooks.org

Please note: Interns are placed on a rolling basis throughout the year. Intern responsibilities vary but can include evaluating manuscripts, aiding in mail/submissions sorting and declines, helping with mailings and publicity campaigns, attending meetings, and many other small office tasks. All interns must be highly organized, flexible, and able to effectively multitask. A background or interest in publishing is a plus. The typical duration of each internship is several months. As we place candidates throughout the year, start dates vary and are difficult to predict. If you are interested in an internship, you should submit a resume and cover letter, which clearly details the team with which you are interested in working and your dates of availability, via email to jobs@chroniclebooks.com. Please be sure to note "Internship" in your subject line. Due to the high interest, we will only be able to contact candidates we are considering placing. No phone calls, please.

Create your own workshop: Be your own boss! Teach playwriting to senior citizens, poetry to new mothers, short story writing to Boy Scouts . . . find a need in your community, and design your own workshop!

Create your own reading series: for space, contact venues such as Place Pigalle, San Francisco Coffee Company, Z Space, Mills College, UCSF, Hamlin School, Fillmore Grind, Ground Zero, City Lights, Velo Rouge or your own neighborhood bookstore or coffee house.

Creative Writing Department

<http://creativewriting.sfsu.edu/>

Contact: Creative Writing Department, HUM 380, 415 338-1891

The Creative Writing Department sometimes has internship possibilities, such as:

1) Velvet Revolution Reading Series Coordinator- CW Faculty and students love to read to the rest of us several times during each semester. We need someone to plan and coordinate all the details of a Creative Writing Student/Faculty Reading Series, from finding readers to reserving a room. 2) Wordsmith Guild officers – the graduate student organization always needs people to organize get-togethers, readings, etc

Albert Flynn DeSilver

<http://www.albertflynnthesilver.com/>

Box 126 Woodacre, CA 94973

www.albertflynnthesilver.com

Contact: Albert Flynn DeSilver, asisowl@gmail.com

Internship with published poet, artist, speaker, publisher. Commitment: 4-16 hours a week, minimum 6 months and up to a year, with possibility of becoming a paid position. Will work 1 day in Marin County, but can also work remotely and via Skype. **REQUIREMENTS:** enthusiasm; kindness and patience; interest and commitment; strong organizational skills; exceptional communication skills, written and verbal; well-versed in web research, social media and experienced with craigslist, blogs, facebook, twitter, etc. **DESIRED:** some experience with video editing and posting. **DUTIES** include: general office assistance and organization; social media postings, organization, communication and internet marketing; e-mail correspondence management; internet research for novel-in-progress and for marketing research; video production and editing. **To apply,** send via e-mail the following: one page letter of interest; resume; three references, either academic or professional to asisowl@gmail.com

Dzanc Books,

www.dzancbooks.org

Contact: [Michelle](mailto:michelle@dzancbooks.org) Dotter, michelle@dzancbooks.org

Dzanc Books is a leading independent publisher of fiction and nonfiction. We are looking for individuals interested in a hands-on experience working with a publishing house. Tasks include everything from reviewing submissions to research, proofreading, and production. This is a part-time internship with a weekly commitment between 10-15 hours. Students can apply and receive credit hours for their work. Dzanc runs three internship cycles per year: summer (June - August), fall (September - November), and spring (February - April). We accept 15 interns per cycle. Interns will be introduced to the basic production process of publishing, gain experience evaluating submissions, and take on special projects in accordance with interest and experience. The work of our interns is performed online and by phone. Due to overwhelming interest, the summer and fall sessions are now full. We will begin taking applications for the spring cycle 2017 in November. Contact Michelle Dotter at michelle@dzancbooks.org or visit www.dzancbooks.org

Fine Arts Museums of San Francisco

The De Young Museum and the Palace of the Legion of Honor Museum

<http://legionofhonor.famsf.org/>

75 Tea Garden Drive, Golden Gate Park, San Francisco CA 94118

Contact: Rebecca Crump at 415-750-7696 or RCrump@famsf.org

This internship will allow participants to expand their knowledge of art museum operations, museum education and school programs; Gain exposure to museum pedagogy, including techniques for leading student centered, in-gallery teaching and hands-on activities; Strengthen public speaking and group management skills; Improve collaboration skills as a member of a team; expand professional interpersonal skills as a representative of the Museum; develop facilitation skills for a diverse audience of sixth-grade students; and learn reflective teaching practices. Undergraduates, graduate students, and recent graduates are welcome to apply. The ideal candidate will have an interest in education and experience working with students in art, school, or community-based settings. Experience working in environments that require patience and initiative is a plus. An interest or training in teaching and learning, child development, museum studies, studio art, history and/or art history is also useful. Candidates must be available from 8:30 a.m. to 3:30 p.m. on all the Wednesdays listed above. APPLICATION DEADLINE: Applications must be submitted by September 16, 2016. Interviews will be held the week of September 19-23, 2016. To Apply, please follow the instructions on this website; http://famsf.snaphire.com/?safelink=JSJD&O_p=XjmH7&. <http://legionofhonor.famsf.org/support/volunteer/application>. You will be contacted by the Volunteer coordinator for an interview as volunteer openings arise.

Fourteen Hills/SFSU Review

<http://www.14hills.net/>

Contact: Heather Gibbons, 415-338-3083, HUM 373, hills@sfsu.edu

This graduate-run, international magazine needs your expertise in the following areas: fundraising, distribution, art direction, event coordination, and gruntwork. If you're interested in helping to build a strong foundation for your department's magazine, please call.

Golden Gate Park Senior Center

<http://sfrecpark.org/destination/golden-gate-park/golden-gate-park-senior-center/>

6101 Fulton St. (at 34th Avenue), San Francisco CA

Contact: Victor Lee, Facility Coordinator 415-666-7015 or victor.lee@sfgov.org

Haight Ashbury Literary Journal

<https://haightashburyliteraryjournal.wordpress.com/> or find us on facebook!

Contact: Cesar Love, cesarlove714@hotmail.com

The *Haight Ashbury Literary Journal*, San Francisco's oldest and coolest literary magazine, is seeking an intern. The *Journal* publishes mostly poetry, but we occasionally publish short stories. An intern would keep

our Wordpress and Facebook pages updated; provide minor input on the selection of poems to be published; attend monthly editorial meetings; assist with subscription sales, clerical duties, events, and benefits. An intern could also earn money if he or she wishes to engage in sales. To apply: e-mail Cesar Love at cesar-love714@hotmail.com.

Jump! Theatre Company

<http://www.jumptheatre.net/>

Contact: Roberta D'Alois, rad_jump@yahoo.com, 415 246-3224

A small San Francisco based theatre company producing new works addressing mental illness is seeking an intern to help with various administrative and marketing tasks. This will be a great opportunity for a student with an interest in non-profit theater administration as well as working collaboratively with a group of artists, some of whom are mental health consumers. Tasks may include but not limited to: sending information to venues and collaborators about our work; helping organize tasks for upcoming reading series; revising and editing our operations manual (with help from the Artistic Director and Communications Manager); possibly learning WordPress to update our web site on a regular basis. Interns also have the opportunity to submit work for possible consideration for our March 2017 Springboard performance series at the ACT Costume Shop Theater in SF. **To apply** contact Roberta D'Alois, rad_jump@yahoo.com.

Kimberly Cameron & Associates Literary Agency

www.kimberlycameron.com

Contact: Dorian Maffei, dorian@kimberlycameron.com

Kimberly Cameron & Associates Literary Agency (www.kimberlycameron.com) seeks to fill unpaid internship positions. Located in Tiburon, CA (fifteen minutes north of San Francisco), the agency is looking for passionate, dependable readers to be our first eyes on incoming submissions and work closely with agents. One to two days per week (Tuesday, Wednesday, and/or Thursday). This is great resume material for students or professionals looking for an introduction to the publishing industry and/or for writers looking to gain greater insight into what agents and publishers look for in manuscripts. For more information on Kimberly Cameron & Associates, its agents, and its clients, please look to our website. To apply, send a resume and cover letter to Dorian Maffei at dorian@kimberlycameron.com. A car is required for this internship as there is no public transportation serving our office location.

KQED

<http://www.kqed.org/about/internships/>

Contact: kmarek@kqed.org

KQED is excited to offer a robust internship program. This program provides an opportunity for individuals with a passion for public media to gain valuable on-the-job exposure to areas of our business that support the KQED mission, goals and objectives. We currently offer two internship sessions:

Session 1: Begins in January and ends in June.

Session 2: Begins in June and ends in December.

The purpose of both of these sessions is to provide individuals with opportunities to learn and experience elements of the broadcast communications industry. Individuals who participate in our program will have the opportunity to make valuable contributions to our organization. **Hours:** 16 hours per week are recommended (2 - 8 hour days). Most schedules are flexible. KQED tries to parallel both quarter and semester systems. For more information and **to apply**, please find further details here; <http://www.kqed.org/about/internships/>

The Lab,

www.thelab.org

2948 16th Street, San Francisco, CA

Contact: Dena Beard, Director, dena@thelab.org

The Lab offers a variety of dynamic, hands-on internships. Work with local, national, and international artists and performers, and a first-hand look at the functioning of a busy non-profit organization. All intern positions are unpaid and require a basic commitment of 100 hours spread over at least 3 months.

Litquake

www.litquake.org

Contact: Jamie L. Real, jamie@litquake.org

San Francisco's Literary nonprofit (litquake.org) is seeking interns to work on a variety of research, administrative, and publicity related tasks. Interns strategize social media outreach, assist at a variety of literary events, coordinate the donor database, help maintain the website and calendar, and join a fun and driven group of writers and literary lovers who produce the largest literary festival on the West Coast in October and provide ongoing writing workshops and author events throughout the year. Litquake's unpaid internships are scheduled for one day a week (Tuesday or Thursday), 4 hours, with a 3-month minimum commitment. To apply: please send a cover letter and resume to jamie@litquake.org.

New American Writing

www.newamericanwriting.com

Contact: Paul Hoover, viridian@hotmail.com

NAW is looking for two or possibly three GRADUATE STUDENT interns for Fall 2016 to do the following: go through our archival holdings (all at school, mostly poets' short letters and their poems) and record what we have in issues for a future contribution or sale to a special collection; and to occasionally sell and distribute the magazine, to exchange or sell ads, and to do a number of administrative tasks, mostly at school or from home. One person may do both jobs, another do archival work only.

Osher Lifelong Learning Institute

San Francisco State University College of Extended Learning

olli.sfsu.edu/about/volunteer-opportunities

Contact: olli@sfsu.edu, 415-817-4243,

OLLI-SFSU is an innovative educational program for people 50 years old and above. This internship will be to support and facilitate an online literary review run by volunteer members of the Lifelong Learning community at Osher Lifelong Learning Institute at SF States Downtown Campus. Approximately 4 hrs/week will be spent assisting with building web pages – uploading text material, making any necessary corrections to format and layout, making necessary links, proofing web pages, and learning how image files are optimized and uploaded. Approximately 2hrs/week will consist of rotations into editorial and PR work sections with experience learning editing and formatting of submissions, interacting with potential contributors, and preparing and distributing PR materials. Additional tasks as time allows: setup framework of network interactions for this new review effort. Assist in creating structure to store submitted materials, and intercommunication between teams. **To apply** please send an email to olli@sfsu.edu or call the number above.

Poetry Center, SFSU

www.sfsu.edu/~poetry

Hum 511/512, SFSU campus

Contact: 415-338-2227, poetry@sfsu.edu

The Poetry Center is a nationally recognized arts organization. It hosts a distinguished reading series and houses the most elaborate poetry archives in the nation. Library materials are available in book, audio and video form. **To apply**, submit a hardcopy application; available outside the Poetry Center, HUM 511.

Poetry Flash

www.poetryflash.org

Contact: Joyce Jenkins, editor@poetryflash.org, 510-525-5476

Located in Berkeley, Poetry Flash, an historic landmark publication of the S.F. Bay Area, is an online journal of poetry, essays, book reviews, interviews and an all-important calendar of literary events for California. Poetry Flash runs a prestigious reading series that takes place at Moe's Books in Berkeley and Diesel Books in Oakland, and also presents the Northern California Book Awards at the San Francisco Main Library in the spring, and the Watershed Environmental Poetry Festival in the fall (next festival, October 1, 2016). Poetry Flash needs interns for all sorts of exciting work, including editorial work on the online publication, and help managing the reading series, the Northern California Book Awards, and the Watershed Poetry Festival. Editors Joyce Jenkins and Richard Silberg are long-time community leaders/poets/essayists. They need an intern to work in their office once a week for a few hours or as possible, with occasional work at events.

Prison University Project (PUP)

<http://www.prisonuniversityproject.org/home>

Contact: info@prisonuniversityproject.org

The college program at San Quentin State Prison is seeking faculty to teach a wide range of courses for the fall semester. With the help of over 100 volunteer instructors, teaching assistants, and tutors, the Prison University Project runs approximately 20 classes per semester, three semesters per year. To apply: please complete the survey at <https://www.surveymonkey.com/r/P2QB2D6> as soon as possible. If you're interested in volunteering but not yet sure of your availability, please write us a note to this effect in the comments box at the end of the survey. If your availability changes after you've submitted a survey response, kindly send an email to info@prisonuniversityproject.org to let us know as soon as possible.

Refugee Transitions

<http://www.reftrans.org/apply>

San Francisco, CA

Contact: 415-989-2151

Offer your assistance as a tutor to a refugee or a new immigrant. Tutors help newcomer families adjust to urban American life, and reduce isolation by offering their friendship. Apply online:

<http://www.reftrans.org/apply>

Ruth Asawa School of the Arts (SOTA)

<http://www.sfsota.org/>

555 Portola, San Francisco CA

Contact: Heather Woodward, 415-552-9682 voicemail; 415-695-5700 ext. 3202

Teaching Artist role: Fantastic opportunity to work with dedicated and talented teenage writers! We're looking for two writers to lead process/workshop classes for the advanced 11th and 12th grade students in the 2016-17 school year. These units work best when they take on a dynamic central question or concept, and ideally include: close reading of texts in various genres; writing prompts; structured workshops; and processes of revision. Some past units have included Writing and the Body; Literary Lineages; Literature of the Other; Hybrid Texts. Our students write and read at an undergrad or even graduate level, so this is a unique opportunity to work with young writers who are open-minded/-hearted and sophisticated at once! Classes are held 1:10-3:30 on the SOTA campus. Fall unit is Oct 25 - Dec 16, Tuesday-Friday, no classes week of Thanksgiving; Spring unit is Jan 2- Feb 3, Monday-Friday. Pay range is \$2000-\$2500/unit (5-7 weeks). Some teaching experience required. Previous teaching artists include Michael David Lukas, Jonas Sirott, Michelle Tea, Beth Lisick, giovanni singleton, Octavio Solis, Terry Bisson, and many others. About us: <https://sotacw.org/program-basics/>. If you are interested, please send letter of introduction, sample syllabus or outlined course idea, and CV/resume to Heather Woodward, Program Director at woodwardh@sfusd.edu.

Small Press Distribution

<http://www.spdbooks.org/>

1341 Seventh Street, Berkeley CA 94710

Contact: John Sakkis, john@spdbooks.org 510-524-1668 x308

SPD is a non-profit book distributor and literary center that holds periodic readings and lectures as well as off-site events. All interns/volunteers will have the opportunity to gain experience interacting with a book warehouse (picking books, reshelving) as well as doing front office tasks. Possible front office work would include data entry, working on literary marketing projects, light bookkeeping tasks, development/fundraising projects, and other tasks dependent upon the skills and interests of the volunteer/intern. SPD notes that they have “recently had a fairly good success rate placing motivated interns in local publishing positions.” To apply, please submit a resume and brief cover letter to John Sakkis at john@spdbooks.org.

Small Press Traffic

<http://smallpresstraffic.org/>

Contact: smallpresstraffic@gmail.com

Very part-time, unpaid internships are available at Small Press Traffic! These internships will take place primarily off-site, online, but may include support at weekend events. Interns will assist in programmatic activities including events, fundraising, website management, social media marketing, and archiving. Requirements: enthusiasm and willingness to learn; commitment to independent literatures and communities. Preferred: excellent writing skills; community fundraising or marketing experience; website creation and management. To apply: email smallpresstraffic@gmail.com letter detailing how your background and interest will contribute to our organization and what you wish to gain from this internship, as well as schedule commitments.

“Take My Word For It!”

www.takemywordforit.net

www.takemywordforit.typepad.com

Contact: 510-388-1548

Creative Writing for Kids- seeking an enthusiastic, reliable person interested in pursuing a career as an educator. This internship places you in the classroom, alongside one of our senior teachers, provides an opportunity for you to assist students one-on-one and co-lead some writing activities. The program is our Poetry Residency in San Francisco, at Sloat Elementary, where we are in our sixth year working with 3rd, 4th and 5th graders on learning about, and trying their hand at, writing different styles of poetry. The class is scheduled on Thursdays from 9:30 - 2:30, September 15th - December 8th. **To apply**, please send a letter of interest to Emily Phillips, Program Director at tmwfimaven@gmail.com

Tenderloin After School Project

www.tndc.org/our-services/after-school-program/

225 Eddy St., San Francisco, CA

Contact: Alyssa Santos, 415-776-8407, asantos@tndc.org.

The program serves youth between the ages of 7 and 18 years old and is a safe, supportive space for kids. TASP offers a range of free educational, cultural, artistic, and physical activities. The program is especially eager to enlist volunteers who have strong academic skills to provide tutoring in all subjects—like reading, math, science, and history. TASP operates from 1:00 p.m. to 6:00 p.m. Monday through Friday and 10:00 a.m. to 5:00 p.m. on Saturdays. We have extended hours on Tuesdays and Wednesdays, 6:00 p.m. to 8:00 p.m. for teen homework sessions. Please note that volunteers must make a minimum six month commitment and work between 4-6 hours every month. A background check is also required. **To apply** if you’re interested in volunteering, please contact Alyssa Santos at (415) 776-8407 or asantos@tndc.org for more information, or review the Volunteer Interest Packet here; http://www.tndc.org/wp-content/uploads/TASP_Vol_Packet2013.pdf

University of California Press<http://www.ucpress.edu/>

155 Grand Avenue, Ste. 400, Oakland, CA 94612

Contact: Merrik Bush-Pirkle, mburshpirkle@ucpress.edu

The University of California Press is seeking a capable research intern. The applicant will gain exposure to the field of scholarly and academic publishing and will report to a small team of acquisitions editors. Responsibilities would include some of or all of the following; Research projects, preparing permissions and art materials for production, working with and preparing manuscripts for production, photocopying, mailing, and other clerical duties. The position requires a commitment of ten hours a week.

The Velvet Revolution Student Showcase<https://www.facebook.com/VelRoReadings>**Contact:** velro.readings@gmail.com

Hear and be heard! The Velvet Revolution, the student-run weekly reading series, may be looking for student hosts (graduate and undergraduate)! Responsibilities will include scouting local and student readers, generating interest and publicity for the readings through e-mailing and flyers, hosting, occasionally providing light refreshments for the Velvet Revolution events. This is a great way to get to know the faculty and student writers on campus, as well as help create community within the SFSU Creative Writing department! If you are interested, please send a Facebook message <https://www.facebook.com/VelRoReadings/>

The Vision Academy<http://thevisionacademy.org>**Contact:** jjue@goodsamfrc.org, 415 886 7591

The Vision Academy provides safe, supervised and highly engaging out-of-school time education, enrichment and recreation programs for secondary school children ages 5 to 13 in at-risk San Francisco communities. If you like kids and you're an advocate for social justice and equity in education, we would love to have you on our team. We are accepting all majors, but do require that you are committed to the cause and can tutor in English and Math for ages 5-13. If you want to work at our Mission base, you must speak Spanish fluently. Requirements: 10 - 15 hrs a week from 3pm-6pm, Mon - Fri. If you are only available for two or three days of the week, that's alright, but we do require that you commit the specified days to our establishment for the entire semester. To inquire about the position or to apply, please send a current resume (with references) to jjue@goodsamfrc.org.

The Wordsmiths' Guild<https://www.facebook.com/sfsucw.wordsmithguild>**Contact:** Maxine Chernoff, 415 338-1891

The Wordsmiths' Guild is the community creating organization of SFSU's Creative Writing graduate programs. It hosts a website, parties, literary events, outings. The Guild needs energetic people to draw writers together into fun and creative bouts of poetry and performance, fiction and playwriting. The Guild has officers, such as President, Vice-President, Treasurer, Web-Master/Mistress, Trickster and Mir-acle Healer. The Guild changes shape each year to match the interests, abilities and involvement of its participants. All SFSU Creative Writing graduate students are de-facto members, but new leaders are needed each year to make it happen. To apply: please send an email of interest to cwritng@sfsu.edu.

Youth Speakswww.youthspeaks.org

290 Division Street, Suite 302, San Francisco, CA 94103

Contact: poetmentor@youthspeaks.org

Description: Youth Speaks, a non-profit project committed to the creation of a multi-cultural community of San Francisco Bay Area teenaged poets, writers, and literary performance artists, seeks interns to be a part of our Bay Area Programs School Visit team or Production team. Those with a background in facilitating creative writing/poetry workshops to 9-12 grade youth have the potential to be paid Contracted Poet Mentors once they have completed their School Visit or Production internship with us. Being a Contracted Poet Mentor is perfect for those interested in developing and facilitating spoken word workshops at public and private high schools and community programs in the Bay Area. Qualifications: Spoken word artist (writer & performer) 19-25 years old (must not be enrolled in high school); Previous performance experience required; Previous experience with youth; Preferred Bilingual in Spanish or Cantonese (but not required). **To apply**, email aespiritu@youthspeaks.org with the following: Cover letter, Resume, Text of the poem you would perform and/or your experience in being on a Production team, helping to plan/run events. For those interested in being a potential Contracted Poet Mentor after your internship, please include a proposed creative writing lesson plan.

The Z Space Studio

www.zspace.org

450 Florida St., San Francisco, CA 94110

Contact: zspace@zspace.org

Z Space offers internships that are ideal for students, recent graduates, and those looking for hands-on experience. Generally, internships are rotational, meaning that each intern works in multiple fields during their time at Z Space, but internships can be tailored to fit an applicant's time commitment and interests. After some time getting to know the organization, most interns choose a specific area of interest in which to further their experience. **To apply**, please submit a volunteer form on our website; <http://www.zspace.org/get-involved-2/?rq=Internships>.

Zoetrope: All-Story

www.all-story.com

Contact: info@all-story.com

Zoetrope: All-Story, headquartered in San Francisco's North Beach, is a quarterly print magazine devoted to fiction and art. Since its inception in 1997, the magazine has won every major story award, including three National Magazine Awards for Fiction, and it has published writers including Salman Rushdie, Don DeLillo, Mary Gaitskill, Dave Eggers, A.M. Homes, David Mamet, and Gabriel García Márquez. Zoetrope: All-Story seeks interns to assist in the daily editorial and administrative operations of the magazine. The internship is a 15-hour-a-week commitment and deadlines are rolling. To apply, please e-mail a cover letter and resume to info@all-story.com, attention: Manjula Martin.

Some of these contacts may be out-dated, or addresses and phone numbers may have changed. Please let the Creative Writing Office know of any changes so we can update this list every semester. Thanks for your help in keeping this list current!

Also check out the internet. Conduct a web search for Publishers, Theatres, Schools, or whatever else you can think of that might be related to your interests in writing, theatre, or teaching.