

# Orion Internships

*Orion* magazine offers Editorial Internships each year. This is a twelve-month position.

Editorial Interns are exposed to all aspects of producing an award-winning, high-quality, bimonthly publication. Interns assist in basic administrative tasks such as mail management, correspondence with readers and contributors, photocopying, fact-checking, answering phones, handling inquiries, coordinating the process of reading submissions, proofreading, assisting with awards submissions, assisting with the website and *Orion's* digital projects, and research. Interns may be given responsibility for overseeing elements of the magazine's content.

Editorial Interns work a forty-hour week in *Orion's* Great Barrington office. The position pays a stipend of \$1,000/month for candidates with Bachelor's degrees, and \$1,500/month for candidates with Master's degrees. Interns have the option to rent an apartment on which *Orion* holds the lease.

Openings for Editorial Internships occur periodically but on no given schedule.

Check this "Internships" page on the Orion website to learn if we are currently accepting applications for an Editorial Internship position. Position availability will also be announced on our Facebook page, our blog, our e-mail newsletter (sign up in the upper left-hand column of this page), and via our Twitter account (@Orion\_Magazine).