

INTERNSHIP DESCRIPTION

The Center for Fiction is the only nonprofit literary organization in the U.S. solely dedicated to celebrating fiction. In February 2019, we opened the doors to our new building in Downtown Brooklyn, creating a home for NYC's literary community.

We're known for our [special literary events](#), including our innovative panels, performances, lectures, and conversations, and we need interns to help them run smoothly. We are seeking people who are passionate about the literary world and who want to participate as a team to ensure the programs here are of the highest possible quality for all involved. Shifts are mostly evenings, from 5 until 9 pm, with occasional openings for daytime KidsRead events.

Duties include:

- Setting up and breaking down events.
- Greeting and ushering guests in a courteous manner
- Posting on social media during events
- Helping our producer with audio/visual production
- Hosting authors and guests in signing lines after events

This is a non-paying internship, but benefits include:

- Free Center for Fiction Membership (complete with all membership perks and discounts)
- One free CFF boot camp writing workshop
- Training on a professional camera
- Training on live audio and video production
- Real-world experience in the field of technical production
- An opportunity to listen to, meet and interact with great writers, editors, performers, artists, and other professionals

To apply, please send an email to jobs@centerforfiction.org with a brief introduction and your availability, if you know it generally.

The event season begins on September 3rd.