Make Way for Books is a non-profit 501(c)(3) organization that fosters and supports the success of children in our community through cultivating a love of books and reading. Make Way for Books provides a full continuum of early literacy education, programs, and resources to make sharing books an important and enjoyable part of families’ lives. Our highest priority is to serve families with young children and early childhood professionals in under-served areas of Tucson and southern Arizona.

**DURATION:** 8 hours per week from January to May (16 weeks)

**STIPEND:** $200

**POSITION SUMMARY:**

The Digital Division Creative Writing Intern will support the Make Way for Books App team in developing original, age-appropriate, and diverse children’s book manuscripts that may be published via the Make Way for Books App. (Interns will receive publishing credit.)

Duties will include writing original manuscripts as well as developing manuscripts based on Make Way for Books’ proprietary topic matrix. The intern will conduct research of current children’s literature and attend certain Make Way for Books family programs to become familiar with target audience for manuscripts.

The intern will work with Digital Director to revise manuscripts and prepare for publication via the app, when appropriate.

**ESSENTIAL DUTIES:**

- Create original, age-appropriate, diverse children’s book manuscripts
- Researches developmentally appropriate and culturally relevant books
- Works with Digital Director to ensure high quality of manuscripts for potential publication in app
- Aids in the preparation and formatting of selected manuscripts for publication via the app
- Assists with publicity of the app

**POSITION REQUIREMENTS:**

- Knowledge of children’s literature and books appropriate for ages three through five years
- Experience with creative writing / story structure and knowledge of children’s book publishing
- Basic knowledge of Microsoft Office or Google Productivity software (Microsoft Word, Excel, Publisher / Google Drive, Documents, Sheets) and basic office practices
- Ability to work collaboratively in a self-managed team environment
- Ability to show initiative and motivation
- Ability to work during evenings and on weekends

**EXPERIENCE:**

- Experience in early literacy/early childhood education

**TO APPLY:** Please send resume, cover letter, and short creative writing sample to Stephanie Pearmain at pearmain@email.arizona.edu and Fernando González at fernando@makewayforbooks.org.