



Editorial Intern

University Press of Colorado

University Press of Colorado is looking for an editorial intern in our book acquisitions department. The intern will assist the acquisitions editor in her efforts to sign and secure new scholarly book projects in the fields of anthropology, history, and natural history.

The editorial intern may be responsible for any of the following:

- evaluating query letters;
- evaluating manuscripts;
- briefing the acquisitions editor on new submissions;
- researching peer reviewers;
- soliciting peer reviewers;
- tracking permissions;
- prepping final manuscripts for transmission;
- miscellaneous related research.

Given our small size, this editorial internship offers students the opportunity to learn about all facets of book publishing, including marketing, sales, production, and even administration, making the experience as rewarding and educational as possible.