

## INTERNSHIP INFORMATION

Thank you for your interest in a West Virginia Writers, Inc. Internship! West Virginia Writers, Inc. is the largest non-profit writers resource and service organization serving literary interests in West Virginia. 2017 marked the organization's 40<sup>th</sup> anniversary.

The WV Writers Annual Writers Conference includes three days of writing workshops in all genres, including poetry, fiction, non-fiction, children's writing, and more. It is held every year on **the second weekend in June—Friday through Sunday**—at Cedar Lakes Conference Center in Ripley, WV. Interns report on **Thursday evening** for orientation and to help with conference preparation and setup.

Interns have a wonderful opportunity to work one-on-one with literary talent from across the state and the nation. The Annual Writers Conference is held in a casual setting with encouraging, inspirational instructors and the warm, friendly members of WV Writers, providing interns with the chance to network, gain one-on-one advice, and learn from published authors, and literary agents. Relaxed, informative discussions abound.

The three-day event also includes many social activities, including nightly entertainment (open mic, live music, etc.) and an occasional bonfire. All meals, with the exception of the Saturday night Awards Banquet, are informal, allowing ample time for discussions with other writers, poets, and instructors.

You may view a map of Cedar Lakes at [www.cedarlakes.com](http://www.cedarlakes.com). You can learn more about West Virginia Writers, Inc. and our Annual Writers Conference, including a list of workshop presenters, at [www.wvwriters.org](http://www.wvwriters.org).

Internships will be awarded based on quality and number of submissions received. Intern awards include conference registration, lodging, and meals, as well as one year's membership to West Virginia Writers, Inc.

**If you have any additional questions, please contact  
our Intern Coordinator at [wvinterns@gmail.com](mailto:wvinterns@gmail.com).**

**Please note that a completed application does not guarantee award of internship.**

**APPLICATION FOR INTERNSHIP**

Please complete the following and submit all attachments via email to [vwinterns@gmail.com](mailto:vwinterns@gmail.com) no later than **May 14**. Please include "WV Writers Conference Internship Application" in the subject line.

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Age:** \_\_\_\_\_ **Birthdate:** \_\_\_\_\_ **If student, year in school:** \_\_\_\_\_

**Previous WVW Internship(s)?:** Yes \_\_\_ No \_\_\_ **Year(s)?** \_\_\_\_\_

**Submit for Consideration**—attached to email as Word documents or PDFs:

- Cover Letter (one page, explaining why you want to be a WVW Intern)
- Completed Application for Internship
- Resume/CV
- Writing Sample (no more than one page, any genre)
- Recommendation/Referral Letter (educational or professional)
- Bio (100-200 words, for website and/or Conference program)

**Award of Internship:**

Internship offers will be sent via email and/or telephone by **May 20**.

Interns must accept award offer **no later than June 1**.

WV Writers, Inc. will consider an internship offer rejected if acceptance is not received by June 1, and the organization may offer the spot to another applicant.

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