

# UH CWP-ROWAN SUMMER INTERNSHIP PROGRAM



## ROWAN CREATIVE WRITING INTERNSHIP PROGRAM

### Basic Internship Requirements:

- Interns will successfully interview with the organization where the internship will take place. Internships are contingent on the organization's willingness to "hire" you.
- A minimum of 70 contact hours over the summer, usually a balance of professional and service responsibilities.
- Internships will take place over the summer and must be completed by August 31st. Petitions for extensions are available.
- Interns will meet with the internship underwriter in mid-to-late-August in Houston to debrief about their internship experience.
- At the conclusion of the internship, interns will submit a reflective essay discussing their internship experience and a thank you note to the internship underwriter.

### Internship Placements:

- Interns will work with organizations that focus on editing, publishing, literary activism, literary event planning, or arts administration with an emphasis on writing (i.e. content writing, social media, etc.)
- The Rowan Internship Program cannot guarantee an internship. If, for whatever reason, the partnering organization is no longer able to provide an internship opportunity, the Rowan Internship Program will work to the best of our ability to help the selected Rowan Intern arrange an alternative internship.

### Fellowship Payment:

- Local/remote (i.e. virtual) internships: \$2,500
- Non-local internships: \$5,000

### For Course Credit:

- Students interested in also receiving credit for this internship must be enrolled in ENGL 4390 and satisfactorily complete the course. Contact Dr. Maria Gonzalez for more information: [mgonzalez@uh.edu](mailto:mgonzalez@uh.edu)

### Eligibility:

- University of Houston-Main Campus student.

- 3.0 GPA in English (or with the recommendation of the English Department Advisors)
- English majors who have completed, or will complete in the spring semester, at least 6 hours of upper division English courses (with a minimum of 6 upper division hours on UH Main campus)
- English majors who have completed, or will complete in the spring semester, 3 hours of a Creative Writing course.
- Undergraduate enrollment in the following fall semester. (N.B.: this requirement has been added since the 2020 program cycle.)
- A letter of recommendation from a student's professor addressing the student's writing skills and professionalism.

#### APPLICATION INTO THE ROWAN INTERNSHIP PROGRAM:

Email materials to [RowanUHCWP@gmail.com](mailto:RowanUHCWP@gmail.com) by 11:59pm March 31<sup>st</sup> 2021.

The subject heading of your email should read: "Application for Rowan Internship: Your First name, Last Name." Application must include:

- copy of transcript (unofficial is permissible)
- a cover letter that includes: name, email address, brief (300+ words) description of your hopeful or secured internship (where you hope to or will intern and what tasks/projects you hope to or will work on), which Rowan Internship you are applying (local or out-of-town) and what you hope to gain from your internship experience.
- brief letter of recommendation (250 words or so) sent by a UH professor on your behalf to [RowanUHCWP@gmail.com](mailto:RowanUHCWP@gmail.com). Please ask them to send the letter by March 31<sup>st</sup>, 2021.

**Send all materials no later than 11:59pm March 31st, 2021.**

For questions please email [RowanUHCWP@gmail.com](mailto:RowanUHCWP@gmail.com)

#### **FAQs (Frequently Asked Questions):**

*What internships are available through The Rowan Internship Program?*

While the Rowan Internship Program has partnerships with literary organizations across the country, there is no prescribed internship that you would be applying for. Rowan Interns can build their dream internship---as long as the work is based in writing and/or editing.

*What types of organizations can I intern with?*

We encourage interning at organizations that focus on editing, publishing, literary activism, literary event planning, or arts administration with an emphasis on writing (i.e. content writing, social media, etc.) These organizations will be best able to support and mentor you into the professional writing world. However, if you find an organization that supports your outside interests and provides a writing/editing based internship opportunity, we encourage you to pursue this as well. For example, if you find an animal shelter that needs an intern to write grant proposals, content for their website or promotional materials this work is based in editing/writing and would qualify for a Rowan Internship.

*How do I find these organizations?*

Take a look at where our past interns have worked. Many of these organizations are willing and eager for Rowan Interns. For organizations beyond these, do a little research about what work you want to do and which organizations you think could provide you that opportunity. Reach out to these organizations to see if they are open to supporting an intern and what the work might possibly be.

*Do I need to secure an internship by the time I apply for the Rowan Internship Program?*

While it is not necessary to have a secured internship with an organization at the time of your application submission, detailing what research and contacts you've made with your intended organization creates a very strong application. Demonstrating the initiative you've taken in pursuing the internship (i.e. names of contacts, details of work duties, copies of email correspondence, etc.) will highly increase your chances of being selected for the program. This is especially true if the organization is a new partnering organization with the Rowan Internship Program. If you have an internship already secured, please state this clearly in your application.

*What do I do if I'm not very comfortable with interviewing, putting together a C.V./resume or emailing potential internship organizations?*

That's perfectly alright! Internships are a great opportunity to learn and practice these professionalizing skills. For more information on how to interview well, write up a stellar C.V./resume and whip off a professional email take a look at [UH Career Services](#). They have a wealth of knowledge on their site, in addition to one-on-one career counseling, all available to you free as a UH student.

For further questions please email [RowanUHCWP@gmail.com](mailto:RowanUHCWP@gmail.com)