



**Position Title:** JES Publishing Editorial Internship

**Position start date/end date:** Aug. 22-Dec. 16 (Can be flexible based on school semester schedule)

**Location:** JES PUBLISHING  
515 S 700 E, Ste. i  
SLC, UT 84102

**Job Type:** Part time internship

**Hours per Week:** 16 hours/2 days per week (Can be flexible based on credit requirements)

**Job Category:** Journalism

**Wage/Salary:** Unpaid

**Application Deadline:** Aug. 19

**Qualifications of Applicant:** We are looking for motivated, engaged students interested in writing, editing, marketing, photography, design and social media. Previous experience in any of these fields is recommended but not required. Proficiency in AP Style, WordPress, Adobe and Canva is a plus.

**Description of Job Duties:** Interns will assist the editorial team with producing print and digital content. Responsibilities may include writing original articles, assisting members of the editorial team on research and story preparation, editing others' work, uploading print articles on WordPress, taking photos and drafting social media posts. The internship can be tailored to the individual goals and interests of the student. Any intern who is interested will be published in one of our three magazines.

**Learning Objectives:**

- Students at this internship will increase their knowledge of editorial work for a magazine. Editors will train students on how our magazines are created and students will have the opportunity to create original content for our magazines.
- Students will gain skills in Wordpress, Adobe and social media platforms including Facebook, Instagram and Pinterest.
- Students will be trained on every step of magazine writing, including pitching a story, researching a topic, interviewing subjects, writing copy and addressing edits. Editorial staff will guide students through each step of the process.

**Application Instructions:** Interns should email a resume and 3-5 work samples to [josh@utahstyleanddesign.com](mailto:josh@utahstyleanddesign.com). Work samples should focus on the areas the intern hopes to work in (writing, photography, social media, etc.) and can be from other publications or school projects.

**Company Name and Brief Description:** JES Publishing publishes Salt Lake, Utah Style & Design and Utah Bride & Groom. Salt Lake magazine is on the front lines of dining, culture, lifestyle and local news in Utah. Utah Style & Design showcases the best of Utah and the Mountainwest's design, architecture and dining, as well as entertaining ideas for living the good life at home. Utah Bride & Groom magazine is Utah's leading source of inspiration and ideas for the discriminating bride and groom.

**Supervisor Contact Info:**

Josh Petersen  
Digital Managing Editor; Salt Lake  
[josh@saltlakemagazine.com](mailto:josh@saltlakemagazine.com)

Avrey Evans  
Web Editor; Utah Style & Design  
[avrey@utahstyleanddesign.com](mailto:avrey@utahstyleanddesign.com)

**NOTE:** Job responsibilities and requirements can be tailored to the needs of the student and their school. We are willing to be flexible and work with students to make this the best experience possible!