



826 Boston High School Writers' Room Internship

About the Opportunity

High School Writers' Room Interns join 826 Boston's Writers' Room Team, where they will become an integral part of students' writing journeys. In addition to supporting students and teachers with writing instruction, each intern will also have **the opportunity to pitch and actualize a long-term project**, which they will lead with the mentorship of a staff supervisor. In the past, Writers' Room Interns have chosen to start a journalism club, lead a literary magazine, or develop a website as their long-term project. 826 Boston runs Writers' Rooms at the following High Schools:

- [John D. O'Bryant School of Mathematics and Science](#), 55 Malcolm X Boulevard, Roxbury
- [Jeremiah E. Burke High School](#), 60 Washington Street, Dorchester
- [Boston International Newcomers Academy](#), 100 Maxwell Street, Dorchester
- [Edward M. Kennedy Academy for Health Careers at Northeastern University](#), 39-41 Leon Street, Boston

This is an opportunity to learn about the day-to-day operations of both a nonprofit and a high school, while **building instructional and other job skills, advancing your résumé, and acquiring excellent references**. In addition, interns will participate in **specialized trainings** each semester, focused on growing specific professional skills such as public speaking or résumé writing.

Applicants must be over the age of 18 and do not need to be currently enrolled in an academic program. The High School Writers' Room Internship is an **unpaid** opportunity, and has a flexible commitment of 8-16 hours per week for a minimum of four months. Interns traditionally serve in the fall (September through December), spring (January through April), or summer (May through August). This position may be eligible for a Federal Work Study partnership at some schools. If you receive Federal Work Study, please let us know and we will try to work with your school to see if we are an eligible community partner.

A note about operations during the pandemic: 826 Boston will be running programming both in-person and virtually. Candidates for this position should be prepared to work all or part of their hours at 826 Boston's physical location(s).

Mission:

826 Boston is a nonprofit writing, tutoring, and publishing organization where students in grades K-12 and beyond can share their stories, amplify their voices, and develop as leaders in school and in life.

What you'll do:

- Serve as a writing tutor to High School students seeking support with writing assignments in a 826 Boston Writers' Room through class visits, individual drop-ins, writing workshops, and publication projects.
- Support creative writing projects with students, such as a school-wide literary magazine, slam poetry team, and/or journalism club.
- Identify and lead a long-term project focused on expanding the capacity or program offerings of the Writers' Room.
- Assist Writers' Room Coordinators with projects as requested, which includes, but not limited to writing new posts for blogs, updating writing resource materials, or helping decorate and maintain our whimsical, imaginative spaces.
- Meet weekly with your supervisor to communicate project progress, receive individualized training on tasks, and seek counsel when help is needed to execute goals.

Skills and experiences:

826 Boston recognizes that impostor syndrome and the confidence gap might prevent some applicants from applying. Few candidates will have all of the relevant experience listed below, but 826 Boston is committed to assessing candidates with transferable skills and a willingness to be trained for this role.

- Enthusiastic belief in the mission of 826 Boston as evidenced by a passion for writing and working with youth.
- Interest in teaching/tutoring writing to High School students.
- Strong written and verbal communication skills.
- Strong organizational skills and the ability to multitask.
- The ability to take direction, seek counsel when needed, proactively identify needs and opportunities, and propose programmatic innovations.
- Experience teaching or working in urban and/or underserved communities preferred.
- Proficiency in Spanish, Mandarin, Vietnamese, Cape Verdean or Haitian Creole preferred, but not required.

Application Instructions: Please complete the [826 Boston Internship Application](#) and upload your résumé, cover letter, and two letters of recommendation. In lieu of two recommendation letters, references can also submit our [online recommendation form](#).

Applications will be reviewed by 826 Boston on a rolling basis. If you have questions or would like to check on the status of your application, please contact intern@826boston.org.

About Us



826 Boston is part of a national network of youth writing centers, co-founded by the award-winning author Dave Eggers and educator Nínive Calegari, that were named in GOOD Magazine’s “30 Places We Want to Work.” Since opening in 2007, 826 Boston has delivered its free youth writing and tutoring programs to more than 29,000 students and has been recognized by *The Boston Globe* as one of the best places in the city to volunteer. 826 Boston’s youth writers have published their work in *The New York Times*, *The Boston Globe*, and in numerous award-winning 826 Boston books, including *A Place for Me in the World*, which was hailed as a “triumph of middle school education” by *The Boston Globe*. In 2014, the 826 network garnered the American Literacy Prize from the Library of Congress for its pioneering work to eradicate illiteracy in the United States.

826 Boston Diversity, Equity, and Inclusion Statement

At 826 Boston, we honor and actively work toward diversity, equity, and inclusion (DEI) across our organization. We are committed to centering the voices of the students who we serve, to creating inclusive spaces, and to incorporating feedback from our community into our decision-making processes. Our DEI lens is always evolving through the courageous conversations in which we participate and the relationships that we build through our work and service. We strengthen our cultural competency through experience, training, and feedback, which informs the development of all new organizational practices and goals and the evaluation of all existing procedures.

826 Boston is dedicated to providing a platform for student advocacy through writing and publishing opportunities. In our work and mission, we are committed to dismantling white supremacy culture by recognizing that we are complicit in systems of racism and oppression. We will work to hold ourselves accountable in addressing these harmful structures and behaviors. To learn more about our DEI Action Plans across the organization, [please click here](#).