



About the job

The United States Youth Forum, a youth-led organization, is looking for an intern to join our editorial team. The intern can expect to learn about various aspects of the editorial process including research, content development, and copy editing.

It is imperative that applicants have skills in writing, editing, and communication. Applicants are expected to create unique and topical editorial content in order to increase political engagement of the youth population in the United States.

Responsibilities

- Brainstorm editorial topics during team meetings
- Write multiple drafts of editorial content using APA citations
- Provide developmental and copy edits using Microsoft Word
- Assisting with edits for social media and research teams when needed
- Keep track of editorial calendar as listed on Trello

Requirements

- College student
- English, Communication, Journalism or similar major
- Writing skills
- Strong grammar
- Decent understanding of current political issues in the United States
- Ability to use track changes and comments feature on Microsoft Word and Google Docs
- Commitment of 10-15 hours a week
- Experience with Google Suite, Slack, and Trello not required, but a plus

Benefits

- Remote location
- Flexible schedule
- College Credits
- Access to a large community of youth volunteers and interns
- Feedback on writing and editorial work
- Regular training and access to USYF workshops

The United States Youth Forum is a non-partisan organization and we welcome inquiries from all well-qualified applicants, regardless of race, nationality, religion, gender, gender identity, or sexual orientation.