

*Michigan Quarterly Review (MQR)* is an interdisciplinary and international literary journal, combining distinctive voices in poetry, fiction, and nonfiction, as well as works in translation. Our work extends online as well, where we publish cultural commentary alongside reviews and interviews with writers, artists, and cultural figures around the world. The flagship literary journal of the University of Michigan, our magazine embraces creative urgency and cultural relevance, aiming to challenge conventions and address long-overdue conversations. As we continue to promote an expansive and inclusive vision, we seek work from established and emerging writers with diverse aesthetics and experiences.

*MQR* is seeking an Undergraduate Editorial Assistant to support the journal's print, web, and social media presence. Students with interests in creative writing, literature, or international studies are encouraged to apply.

7-10 hours per week.

Interns at *MQR*:

- Assist with proofreading
- Conduct research projects to support the mission of the journal
- Assist with screening submissions
- Fill orders and help maintain the journal's subscriber base
- Support the maintenance of the journal's wordpress page including uploading content
- Assist with *MQR*'s social media accounts on Instagram, Twitter, and Facebook
- Make suggestions for growing the journal's audience
- Help with events and readings
- Maintain the *MQR* email newsletter

Desired Qualifications:

- Strong written communication skills
- Strong organizational skills
- Enthusiasm for the literary arts
- Familiarity with Wordpress
- Familiarity with Photoshop, InDesign, Canva, or similar software