

cmagazine

C Magazine Editorial Intern

Location: Toronto

Time commitment: up to 2 days / 15 hours per week

Work terms and application deadlines:

(Fall) September through November, application deadline July 15th

(Winter) December through February/March, application deadline October 15th

(Spring) April through May, application deadline April 1st

(Summer) June through August, application deadline April 1st

Position description:

C Magazine hires one volunteer editorial intern to assist with the production of each quarterly issue. As valuable members of C Magazine's team, interns play a key role in promoting and encouraging critical engagement with and knowledge of contemporary art, while gaining valuable experience in the field of publishing. C Magazine is committed to ensuring an enjoyable and rewarding experience and is happy to work with student interns and their programs of study to help them earn academic credit.

Tasks:

- Fact-checking articles and reviews.
- Assisting with copy editing and proofreading.
- Researching and writing C's "Inventory" section.
- Researching images, obtaining reproduction rights, and writing captions.
- Identifying exhibitions and books for review.
- Developing additional online resources.
- Assisting the editor with administrative tasks.
- Helping to develop and coordinate public programming.
- Researching future issue themes.

This position requires graduate studies in visual art, critical and curatorial studies, arts management, art history, or a related field; or equivalent editorial experience. A demonstrable interest and experience in contemporary arts and culture is required. Candidates must possess excellent library research skills, advanced writing and communication skills, and a working knowledge of MAC OSX, MS Word and Excel, and Google docs. Candidates must be prepared and able to work independently, with supervision. Please note that this internship is unpaid.

Please submit a brief cover letter and c.v. via email to Kate Monro, Associate Publisher at katemonro@cmagazine.com. In your cover letter please indicate your current areas of academic interest as well as related experience.

Based in Toronto, C Magazine is a quarterly publication of contemporary visual art and culture, dedicated to promoting critical discussion about contemporary art in Canada and internationally. C Magazine acknowledges the generous support of the Canada Council for the Arts, the Ontario Arts Council and the Toronto Arts Council.

www.cmagazine.com / find us on [facebook](#)