



Microcosm Publishing
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 www.Microcosm.Pub
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INTERN APPLICATION {We prefer your answers in a separate document sent as a pdf}

Name:

Pronouns:

Address:

Phone:

Email:

In case of emergency, who should we contact? (Name and phone #)

Would you like to be considered for the general internship or the publicity internship?"

This **internship is 16 weeks long**. We require a **minimum of 15 hours per week**. New interns are onboarded in May, September, and January. Are there specific start and end dates for your availability? What days and hours are you available?

How did you learn about Microcosm Publishing?

By your understanding, what kind of books does Microcosm publish? Which of our books are you most interested in or curious about?

What are your career goals? What steps have you taken to accomplish them?

What do you want to learn? What skills and talents do you want to develop?

What kind of volunteer experience do you have and where else have you been involved?

Do you have prior experience working fast food or entry-level retail? How long?

What special skills do you have?

What is your philosophy towards work?

What book that was published in the past five years would you recommend? Why?

What are your favorite music and snack foods.

What else should we know about you and why you want to be involved with Microcosm?

If you are applying for the publicity internship

- What experience do you have with running social media accounts?
- What experience do you have with promoting a brand?
- What media outlets are you interested in or inspired by?

Microcosm is a publisher and distributor of books on topics that some may find explicit or even offensive. We are sensitive to the beliefs of others, but in order to get work done we must talk openly about and engage with a variety of topics that may be considered "inappropriate" by some, such as drug use, sex/sexuality, human anatomy, the prison industrial complex, non-Christian religions, and more. Please let us know if there is any subject matter that you would rather not engage with or may be triggering for you:

I understand that there are risks connected with my participation as an intern or volunteer. I assume all risks associated with internship/volunteering, including, but not limited to, bodily injury and property damage. I release, waive, discharge and covenant not to sue Microcosm Publishing and its workers, employees, volunteers, agents and management, from any and all action, suits, demands, and claims of whatever nature in law or in equity, from any injuries suffered by me while participating as an intern or volunteer for Microcosm Publishing or its related activities and further from the loss or damage to personal property by theft, negligence, or otherwise. I agree to indemnify (protect from harm) Microcosm Publishing from the results of any of my decisions for the duration of my involvement. I understand that all work that I perform during my volunteer internship at Microcosm will remain the property of Microcosm. I understand that I may come into possession of privileged information and agree not to share any private information about Microcosm's data and internal workings.

Signature _____ Date _____