Summer Internships
at The Seattle Times and seattletimes.com

Next summer, you could be paid to train in your chosen profession at the Northwest’s leading news organization. Every year, The Seattle Times and seattletimes.com offer paid summer internships to outstanding students pursuing a journalism career. For 10 weeks, interns attend weekly training sessions with members of The Seattle Times’ Pulitzer Prize-winning staff and work on a variety of assignments. Each intern receives guidance from a staff mentor. It all adds up to invaluable experience at a quality metropolitan newspaper and website.

Qualifications
Internships are open to sophomores, juniors, seniors or graduate students attending a four-year college or university. Applicants must be journalism majors or have a demonstrated commitment to print or online journalism. Internship experience at other news organizations is a plus.

How to apply
Application Deadline: November 1, annually, for the following summer.

Application Format: All applications must be submitted to www.smartrecruiters.com/seattletimescompany. Please do not mail hard copies. Résumé, cover letter and work samples must be posted in the attachments section. Please screen your own work to provide the requested number of samples; we are not able to review all the content on an applicant’s website.

For more information: Check out the Web link at www.seattletimescompany.com/newsroom/summer.htm.

E-mail: newsinternships@seattletimes.com

Contact: Jim Simon
Assistant Managing Editor
The Seattle Times
jsimon@seattletimes.com
206-464-2480

“There wasn’t a day in my internship at The Seattle Times that I actually felt like an intern. From day one, we were thrown into stories and treated like staff reporters. But with that privilege came the responsibility of living up to The Seattle Times’ award-winning coverage. I was constantly challenged by editors and reporters to find better ways to tell a story and because of that, I have become a better reporter. It’s the hardest job I’ve ever had, but it was also the best.”

– Lisa Chiu
Former Summer Intern

Locally owned. Uniquely Northwest.

The Seattle Times
seattletimes.com
Summer Internships

What to provide in your application
Application information and materials for Seattle Times internships vary by position. Check below for your area of interest. See reverse side for details on submitting your application.

Reporting
› Cover letter
› Résumé
› Names of three references familiar with your work
› Five samples of your reporting work, preferably attached as Word files
› Applicants must have a car

Copy Editing
› Cover letter
› Résumé
› Names of three references familiar with your work
› Applicants must have strong language skills and some editing experience
› Finalists will take a copy-editing test

Graphics/Design
› Cover letter
› Résumé
› Names of three references familiar with your work
› 20 PDFs of page designs, illustrations, infographics or clips (in addition to — but not in place of — the PDFs, you may provide online links to portfolio work)
› Applicants must have strong computer and design skills

Multimedia
› Cover letter
› Résumé
› Names of three references familiar with your work
› Links to five samples of your audio, video and/or print work
› HTML skills preferred
› Applicants must have a car

Photojournalism
› Cover letter
› Résumé
› Names of three references familiar with your work
› 20 or fewer images on CD sent by mail, with printed copies of your cover letter and résumé, to Newsroom Hiring Coordinator, The Seattle Times, P.O. Box 70, Seattle, WA 98111 (in addition to — but not in place of — your CD, you may provide online links to portfolio work).
› Applicants must have a car and equipment

The Seattle Times is a drug-free workplace.