

**Employer Name:** Hachette Book Group USA  
**Position Title:** Intern  
**Location:** New York City, New York, United States of America  
**Industry:** Journalism, Media & Publishing  
**Job Description:**



The Selective Liberal Arts Consortium will hold its NY Recruiting Day in New York on Friday, January 3, 2020. Please be aware that travel is required to participate in this event, and interviews will take place on that date and at that location only. You will be notified by November 22nd if you have been selected to interview.

Please ensure that you have completed the work authorization status in your Handshake student profile as that will help you determine how closely you meet the employers job/internship preferences.

At Hachette Book Group (HBG), a leading U.S. trade book publisher, every employee is a passionate book-worm that contributes to our mission to “publish great books well.” The moment you walk into our office, located in Manhattan’s iconic Rockefeller Center, you will see vast shelves filled with hundreds of books written by many world-renown authors such as Malala Yousafzai, Nicholas Sparks, N. K. Jemisin, James Patterson, and many more.

Every summer, HBG hires college students who share our love of literature to participate in our prestigious Summer Internship Program. Over the course of ten weeks, interns gain a comprehensive overview of the publishing industry through hands-on work experience, networking, mentoring relationships, individualized professional development, and participation in our “Summer Speaker Series”. Our robust program provides interns with the necessary experience and knowledge to assist them in landing full-time positions in the industry upon graduation.

If you have always wondered about the book publishing process and want to learn and grow alongside our innovative team, jumpstart your career by applying to our Summer Internship Program! To learn more about what it takes to be an HBG Intern, check out the Frequently Asked Questions below.

#### *Frequently Asked Questions*

*Do I have to be an English major to work in publishing?*

No! When hiring, we look for students from a variety of academic disciplines. As long as you are passionate about books, we would love to consider you.

*Aside from a love for reading, what else can candidates do to stand out when applying?*

A cover letter is key when applying. Applications without a cover letter will not be considered. Your cover letter should explain in detail why you want to work for HBG and why you want to work in the specific department to which you are applying. Mention what genres of books you enjoy reading as well as some of your favorite titles. We want your passion to “jump” off the page!

*What kind of previous experience do you look for when evaluating resumes?*

While previous publishing experience isn’t necessary, we do look for candidates that demonstrate their commitment to reading and writing through various activities. For example, many of our interns have worked on their university’s newspaper or literature journal, held a position in an on-campus reading/writing tutoring center, and/or maintain a book blog. We also love previous bookstore experience!

*I’m not from the NYC area. How will I find housing?*

Many of the local universities have summer housing options for students. In addition, organizations such as the We Need Diverse Books Foundation, offer grants to students interning in publishing to help cover living/commuting costs.

*What are the 2019-2020 program dates and deadlines?*

We hire interns on a rolling basis and recommend applying as soon as your application materials are ready. We will be posting all openings on our career site on January 6.

*Ready to apply?*

<https://www.hachettebookgroup.com/about/careers/>

*Positions are available in our New York, Boston, Philadelphia, Boulder, Berkeley, and Nashville offices in:*

Editorial Marketing Publicity Sales Legal  
Production Finance Audio Strategy

**Contact:** Ashley Orlando (212)364-1543

**Duration:** Temporary / Seasonal

**Job Function:** Business Development, Data & Analytics, Finance, Other

**Employer Description:**

Hachette Book Group (HBG) is a leading U.S. trade publisher and a division of the third largest trade and educational book publisher in the world, Hachette Livre. HBG publishes great books for readers of all ages, more than 1,800 new books annually, in all formats—print, ebook, and audiobook—including many New York Times bestsellers. HBG is a dynamic place to work, a fast-paced and fun environment where new ideas in publishing are actively explored and encouraged.

HBG is headquartered in New York City, with offices in Boston, MA; Lebanon, IN; Nashville, TN; Boulder, CO; Philadelphia, PA; and Berkeley, CA. HBG also owns Hachette Book Group Canada, Inc., a marketing and publicity company based in Toronto, ON.

**Allowed School Years:** Sophomore, Junior, Senior, Masters

**Allowed Major(s):** All majors allowed

**Work Authorization:** US work authorization is required/ Eligibility for international students (non-US citizens or permanent residents)