ORGANIZATION DESCRIPTION

The New York University Prison Education Program (NYU PEP), founded in 2015, aims to expand access to higher education within communities impacted by the criminal legal system, to address inequities within our NYU community, and to model how a research university can advance solutions to real world problems including the ineffectual use of incarceration to manage social and economic crises.

Our program has 3 pillars:

1) College Degree Programs: we offer NYU Associate of Arts and Bachelor of Arts coursework to people currently incarcerated at Wallkill Correctional Facility, and support students’ continued education post-release through academic advising and a fellowship program with full tuition scholarships and living stipends;

2) Bridge Program and Services: for current and former students we provide one-on-one and group planning and referrals for wellness, professional mentorship, and student led initiatives for navigating the transition home and pursuing self-determined goals;

3) Research Lab: a team of faculty and PEP student fellows on Washington Square campus conduct research on the collateral consequences of incarceration on individuals, families, and communities in New York City.

POSITION DESCRIPTION

The fellow will work directly with PEP students, staff and faculty on Washington Square to coordinate the production of a multimedia journal of student creative writing, non-fiction essays, photography and video, and other creative works. This
project parallels the long-running Wallkill Creative Writing Journal produced by students and faculty each year, which showcases student poetry and prose and involves student leadership in lay-out and designing a final compilation of their work in a printed booklet. Once home, many PEP students who enroll at Washington Square are eager to continue their creative writing, as well as expand their non-fiction work and develop skills in visual arts and media production. Thus this initiative for a PEP Washington Square Journal is an opportunity to support student interest and skill-building, and to co-envision and build a new platform for student expression and public contributions of creative work. The position of the PEP Public Humanities Fellow is primarily a coordinator and project manager role to work with students to bring this new PEP Journal to life.

The ideal candidate will be enthusiastic about coordinating a collaborative student-centered project and committed to creating a participatory container for student expression and leadership; have exceptional organizational follow-through and communication skills; have some experience with project-based, editorial work—either print or web-based; and have some experience and/or critical understanding of the carceral state and its economic, racial, and social consequences on people's everyday lives. This position reports directly to the Associate Director and Executive Director.

**MAIN TASKS**

- Bottomline the editorial timeline and design process for the PEP Washington Square Journal
- Managing possible consultants (i.e. graphic designers, printing services)
- Meeting regularly with student creators and PEP staff and faculty directors to determine the right structure and strategic communication considerations for the journal (i.e. print and/or digital, target audiences)
- Logistical coordination including facilitating student meetings, managing a project budget, and liaising with possible consultants
- Working one-on-one with students to develop, edit, and select their submissions to the journal
- Working directly with students and staff to determine aesthetic themes, language, and flow of the journal
- If capable, directly assisting in producing the final journal (print design and/or web site work)
- Working with PEP staff on dissemination and communications to circulate the journal post-production

Visit gsas.nyu.edu/public-humanities-initiative.html to learn more about the Public Humanities Initiative in Doctoral Education program. This position is only available through this program; please do not contact the host organization directly.
QUALIFICATIONS

- Exceptional organizational skills and high-attention to detail
- Experience communicating with or coordinating across diverse partners (i.e. students, administrators, professional consultants)
- Ability to facilitate group work and center the vision of students
- Experience editing and working one-on-one on writing project development
- Experience or strong interest in learning print / web design work
- Critical awareness of the carceral state and its consequences on our social and cultural context

SPECIFIC APPLICATION QUESTION

What is your experience and/or interest in working with students directly impacted by the criminal legal system? What is your experience and approach to collaborative creative work?

Visit gsas.nyu.edu/public-humanities-initiative.html to learn more about the Public Humanities Initiative in Doctoral Education program. This position is only available through this program; please do not contact the host organization directly.