



CHRONICLE BOOKS

CHRONICLE BOOKS PUBLISHING, CHILDREN'S, MARKETING, AND INDUSTRIAL DESIGN FELLOWSHIPS

5 DESIGN FELLOWSHIPS FOR THE SUMMER-FALL 2008 SESSION

Chronicle Books is excited to accept submissions for the SUMMER-FALL 2008 session for the following five programs: PUBLISHING DESIGN, CHILDREN'S, MARKETING AND INDUSTRIAL DESIGN. These five fellowships (two publishing design fellows, one children's design fellow, one marketing design fellow and one industrial design fellow,) will provide six months of hands-on experience for graduates interested in embarking on a career in either book, publication, package, or product design.

ABOUT THE GROUPS

The PUBLISHING DESIGN GROUP is responsible for publishing cookbooks, fiction/nonfiction titles, and titles in design, art, architecture, pop culture, crafts, and photography. This group also develops both original and ancillary products in such forms as journals, kits, postcard sets, notecard sets, address books, decks, photo albums, stationery, calendars, and other specialty packages.

The CHILDREN'S GROUP acquires and develops board books, picture books, early readers, young adult chapter books, novelty formats, and plush.

The MARKETING GROUP creates collateral materials to promote a range of products for all publishing categories. Projects include advertising, signage, brochures, posters, displays, invitations, event kits, catalogs, promotional give-aways, sell-sheets, sales materials and corporate identity.

The INDUSTRIAL/PRODUCT DESIGN FELLOWSHIP provides an opportunity for emerging designers to develop and design innovative packaging and products.

JOB DESCRIPTION

Five 6 month, full-time (40 hours/week) fellowships with a total stipend of \$15,000 for each position. (Payments will be made biweekly throughout the six-month duration of work.) In addition, each position includes a \$45 monthly commuter check, redeemable toward mass-transit pass.

START DATE: MONDAY, JULY 7, 2008

END DATE: WEDNESDAY, DECEMBER 23, 2008

RESPONSIBILITIES: Chronicle Books is a highly collaborative, team-oriented work environment that requires good interpersonal and communication skills, as well as an ability to multi-task and take initiative. The position involves a wide range of responsibilities, of which the primary duties are to help support the in-house designers at various stages of the process, from research to design to production.

CHRONICLE BOOKS LLC

WWW.CHRONICLEBOOKS.COM TELEPHONE: 415.537.4200

TASKS INCLUDE, BUT ARE NOT LIMITED TO:

DESIGN

- Design and produce sales materials
- Participate in designing book covers, jackets, book interiors, and gift products
- Design, develop, refine, and mock-up package and product design in preparation for presentation and production
- Present and discuss designs to fellow designers and the book-cover critique group

RESEARCH

- Take part in discussions with editorial, production, design, and sales and marketing departments during the book development process to realize a collective vision
- Help research creative talent such as illustrators, photographers, and designers
- Help scout images for specific book or gift projects
- Help research background information for individual book projects
- Help research materials, products and packaging in support of editorial projects

PRODUCTION

- Maintain design area, including filing and archiving
- Maintain project dielines in styleguides
- Scan, organize, and log artwork
- Correct editorial type
- Typographic composition
- Check over mechanicals
- Burn cds
- Photocopy, and laser print
- Comp book jackets, covers, and spreads
- Generate barcodes
- Work with production coordinators to color correct proofs
- Comp covers, spreads, and overall package for presentation and sales materials
- Coordinate deliveries
- Assist in photographing product shots for various projects

DEPARTMENTAL

- Attend and participate in various department and company meetings
- Participate in discussions, critiques, and seminars with fellow designers
- Assist with organizing, and take part in monthly portfolio reviews

DESIGN LAB

During the course of their residency, the design fellows will take part in design lab. This aspect of the chronicle design fellowship program is an opportunity for the fellows to take specifically designated time, separate from their daily responsibilities, to work as a team on self-initiated as well as assigned projects to explore innovative designs for new products. New materials, production processes, and forms will be encouraged.

*** SOME ITEMS TO NOTE:**

- Work benefits offered to our full-time employees do not apply to fellows.
- Relocation and housing costs are not covered by Chronicle Books.

REQUIRED CREDENTIALS

- Strong interest in book, publication, packaging, and marketing design

EDUCATION

- Graduation from an accredited design program in the past 24 months

SKILLS

- Comfortable working knowledge of both adobe indesign and quark xpress;
Familiarity with adobe illustrator, adobe photoshop, and microsoft word
- For the industrial/product design candidate, an additional working knowledge of appropriate 3-D modeling software (solidworks and rhino)
- Communication skills, written and verbal, in english
- Prioritization, multitasking, and organizational skills
- Interpersonal collaborative skills
- Knowledge of offset printing techniques and photography skills a plus

SUBMISSION GUIDELINES:

Complete application requirements include a resume, statement of purpose, and portfolio. Reference Letters are not needed, and will not be reviewed during the initial stage.

STATEMENT OF PURPOSE

All applicants must submit no more than one type-written page expressing interest in one of the following divisions:

Chronicle Books Publishing Design Fellowships (2 FELLOWS WILL BE SELECTED)

Chronicle Books Children's Design Fellowship

Chronicle Books Marketing Design Fellowship

Chronicle Books Industrial/Product Design Fellowship

PORTFOLIO:

Please submit no more than 15–20 examples of your recent design work. Student, personal, and/or professional projects are welcome, although the focus should be on your graphic design work.

Work should be presented in either one of two formats:

- 35mm slides, arranged in a plastic slide holder page, and accompanied by a separate sheet of paper listing the corresponding slide number, size of piece, date of completion, and medium or software program used for its creation
- High-quality, color printouts (on 8.5 X 11 inch or a4-sized paper; bound or in individual slipsheets), accompanied by a separate sheet of paper listing the corresponding page number, size of piece, date of completion, and medium or software program used for its creation

DUE DATE FOR SUBMISSIONS: NO LATER THAN FRIDAY, APRIL 25, 2008.

- Finalists will be notified by phone in May 2008. All others will be notified by letter by late May 2008.

FOR THE PUBLISHING DESIGN FELLOWSHIPS, PLEASE ADDRESS SUBMISSIONS TO:

Chronicle Books: Publishing Design Fellowship; Summer-Fall session 2008
680 Second Street
San Francisco, CA 94107 USA
Attn: Jenna Cushner

FOR THE CHILDREN'S DESIGN FELLOWSHIP, PLEASE ADDRESS SUBMISSIONS TO:

Chronicle Books: Children's Design Fellowship; Summer-Fall session 2008
680 Second Street
San Francisco, CA 94107 USA
Attn: Jenna Cushner

FOR THE MARKETING DESIGN FELLOWSHIP, PLEASE ADDRESS SUBMISSIONS TO:

Chronicle Books: Marketing Design Fellowship; Summer-Fall session 2008
680 Second Street
San Francisco, CA 94107 USA
Attn: Liz Rico

**FOR THE INDUSTRIAL/PRODUCT DESIGN FELLOWSHIP,
PLEASE ADDRESS SUBMISSIONS TO:**

Chronicle Books: Industrial/Product Design Fellowship; Summer-Fall session 2008
680 Second Street
San Francisco, CA 94107 USA
Attn: Jenna Cushner

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PLEASE NOTE THE FOLLOWING:

- * When addressing submissions, please state which division you are applying for.
- * This position is open to design candidates only.
- * Only candidates applying for this position will be considered.
- * Portfolios must meet these exact requirements in order to qualify.
- * Please label each page of your submission with your name and the fellowship for which you are applying.
- * Only the portfolios including return postage will be returned. Please include return postage for the manner in which you would like your portfolio sent (First Class, Fedex, UPS, etc). Portfolios will be handled with care, however, chronicle books will not take responsibility for any loss or damage.

We look forward to reviewing your submissions!