

Host Office	The Institute for Comparative Literature and Society (ICLS)
Position Title	Social Media and Copy Editor Fellow
Fellowship Term	Summer 2025-Fall 2025
Location	Hybrid
Mentor(s)	Dr. Rishi Goyal and Dr. Arden Hegele

Host Office and Fellowship Position Description

The Institute for Comparative Literature and Society (ICLS) is an interdisciplinary academic institute consisting of over 100 affiliated faculty members and 250 undergraduate and graduate students. One of the Institute's primary goals is to provide support for cross-disciplinary and cross-regional comparative work, acknowledging the force of recent changes in the humanities, the social sciences, law, architecture, and the performing arts.

The fellow would serve as social media/copy editor for [*Synopsis: A Health Humanities Journal*](#). Co-founded in 2017 by Medical Humanities faculty Dr. Rishi Goyal and Dr. Arden Hegele, *Synopsis* is an open-access journal of health and medical humanities that publishes weekly articles by regular contributors, as well as special issues and guest articles. Reporting to an external advisory board, the journal is a landmark voice in the field.

Fellow Responsibilities

- Liaising with journal advisory board, the editors, and the managing editor
- Promoting new publications from the journal on Twitter and Instagram, as well as managing weekly Mailchimp List
- Building outreach and networks of the journal on social media
- Proofreading and standardizing articles written by regular writers (due each Thursday)
- Assisting with other tasks, including attending Medical Humanities events, photographing, and composing social media posts

Fellow Learning Outcomes, Training, and Mentorship

The applicant will work one-on-one with faculty and emerging scholars, gaining a broader understanding of the field of medical humanities, social media for academic interests, and the online journal editorial and publication process.

Desired Qualifications

The successful applicant will have a keen editorial eye and an interest in the subject matter. Applicants should be prepared to demonstrate their ability to organize, meet deadlines, and maintain prompt communication in a remote working environment.

- Excellent written and verbal communication skills;
- Highly organized and detail-oriented;
- Ability to work independently and communicate effectively with transdisciplinary faculty;
- Interest in exploring pressing global issues.

For more information about the GSAS Fellowships in Academic Administration, visit <https://www.gsas.columbia.edu/content/gsas-fellowships-academic-administration>