

Council on Foreign Relations
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POSITION ANNOUNCEMENT

Title: Intern, Africa Policy Studies

Location: New York Office

Pay rate: \$18.00/hr

Founded in 1921, the Council on Foreign Relations (CFR) is a leading nonprofit membership organization, research center, and publisher, with headquarters in New York, an office in Washington, DC, and programs nationwide. It is dedicated to increasing America's understanding of the world and contributing ideas to U.S. foreign policy. CFR's 5,000+ members are leaders in international affairs and foreign policy. CFR also publishes *Foreign Affairs*, the preeminent magazine on global issues, and provides up-to-date information about the world and U.S. foreign policy on its award-winning website, CFR.org.

CFR's Blavatnik and Robina Franklin Williams internships give selected interns the opportunity to receive training in the area of foreign policy; as well as skills training in areas such as writing, research, and program planning.

The intern supports a fellow who is working on several new projects for the Africa program, in addition to working on the marketing plan for their upcoming book project. As the Africa Policy intern, you will be collaborating with the research fellow to provide background research for the projects and prepare for the book launch.

The major responsibilities of this position will include (but are not limited to):

- Conduct weekly social media research on a set of African countries
- Write memos and summaries of research related to the fellow's upcoming projects
- Track current events on the continent throughout the term
- Prepare materials for the fellow's upcoming book launch

Qualifications:

- Undergraduate or graduate student, majoring in African studies, international relations, international development, history, area studies, or a related field
- All applicants should have completed the equivalent of four semesters of college coursework (not including AP classes in high school) by the time they begin an internship
- Knowledge of French, Portuguese, Swahili, or another language spoken in Africa is a plus
- Proficiency in Microsoft Office Suite
- Excellent research, writing, editing, and proofreading skills
- Strong time management and ability to work independently

CFR's internships are funded by the generous gifts of the Blavatnik Family Foundation, Robina Foundation, and the Franklin Williams Family.

The Council on Foreign Relations (CFR) is committed to fostering a foreign policy community in the United States that is more representative of American society, recognizing that diverse backgrounds and perspectives contribute to broader, more informed participation in the foreign policy debate and lead to an enhanced understanding of the world and the United States' role therein. To that end, CFR is dedicated to continuing to advance diversity, equity, and inclusion (DEI) throughout its work and workplace by building a more diverse membership and staff, producing and dispensing thoughtful analysis on a broad range of foreign policy issues, and developing relevant, wide-reaching programming that also serves to expand the foreign policy talent pipeline to underrepresented populations.

The Council on Foreign Relations is an equal opportunity employer and actively seeks candidates from a diverse background.