

Council on Foreign Relations
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POSITION ANNOUNCEMENT

Title: Intern, Digital Content, Editorial

Location: Washington, DC 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 Council's outreach initiative aims to engage an interested and influential group of Americans from around the country and the world by providing ideas and timely, clear, and accurate information on key international issues. CFR.org, America's foremost Internet resource for foreign policy and national security analysis, is one of the primary tools for doing so.

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

- Assist with research for CFR.org Backgrounders, Timelines, Interactives, and In Briefs
- Find and analyze data for graphics on CFR.org
- Stage edit content published on CFR.org
- Write at least one In Brief as a capstone project
- Update Backgrounders as needed, including flagship pieces
- Perform taxonomy work across CFR.org

Qualifications:

- Undergraduate or graduate student focusing on journalism, communications, international relations, history, political science, 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
- Excellent writing, research, and copyediting experience, with previous work and/or internship experience in writing and/or editing preferred
- Web production and basic data visualization skills preferred but not required

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.