

Council on Foreign Relations
58 East 68 Street, New York, NY 10065
humanresources@cfr.org
www.cfr.org

POSITION ANNOUNCEMENT

Title: Intern, Education, Written Content

Location: New York Office

Pay rate: \$17.50/hr

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 will have the opportunity to conduct research on current foreign policy topics while helping to create a new series of educational materials. By actively participating in this project, this intern will gain a deeper understanding of several current foreign policy topics, their related debates, and a range of credible sources for accurate information. The intern will also participate in learning how to creatively educate a diverse audience on these particular topics.

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

- Assisting with content creation for World 101 and CFR's multimedia foreign policy explainers
- Conducting both quantitative and qualitative research on a wide variety of regions and historical topics
- Writing and fact-checking content, as well as curating additional reading materials
- Attending general Council meetings and other programs on foreign policy issues, as time permits

Qualifications:

- Undergraduate or graduate student, majoring in education, environmental studies/science, international relations, journalism 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)
- Interest in Latin America/ Central/ South America
- Strong attention to detail and resourcefulness
- Proficiency using Microsoft Office Suite, familiarity with data visualization tools a plus

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

The Council on Foreign Relations is an Equal Opportunity Employer. Quality, diversity, and balance are the key objectives sought by the Council on Foreign Relations in the composition of its workforce.