

Council on Foreign Relations
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POSITION ANNOUNCEMENT

Title: Intern, U.S. Foreign Policy

Location: Washington, DC 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 gain exposure to policy research and think tanks, and develop research and writing skills in a professional context.

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

- Conducting research on U.S. foreign policy, history, and the interactions between Congress and the executive branch on matters of foreign policy
- Track daily news reports that are relevant for the department
- Assist with writing and editing content, including research memos and briefs, blog posts, book chapters, content for the foreign policy blog, and other publications, as needed

Qualifications:

- Undergraduate student with concentration in Political Science, History, Government, or 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
- Strong background in U.S. history is required
- Strong research, writing, and editing skills
- Excellent attention to detail and proofreading ability
- Previous work experience preferred, but not required

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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.