Asia Society Intern Opportunity

Location: New York
Department: Executive Offices
Period of Internship: Spring 2015

Announcement:

Asia Society is seeking an intern to learn about the workings of the Executive Office. This internship offers insight into the professional working world, especially in relation to international affairs. This is also an excellent opportunity to gain knowledge of the world of non-profits.

Volunteers can expect to learn about about: the Asia Society Global Council, Asia Society history, types and process of internal and external programs, the workings of the departments and global centers, and the new directions our organization is heading. It is a dynamic opportunity to learn about Asia Society, global non-profits and business from a "birds-eye" view of the Executive Office.

This is an unpaid internship.

Education and prior experience most suited for this internship:

- Current college student or college graduate.
- Excellent command of the English language.
- Excellent command of the computer, including the Microsoft Office Suite and web research.

How to apply:

Email asanborn@asiasociety.org with a resume and cover letter pertaining to the professional strengths and skillsets and how they could be applicable to this internship.

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