

Asia Society Intern Opportunity

Location: Washington, DC
Department: Asia Society Policy Institute

Announcement:

The Washington, D.C. office of the Asia Society Policy Institute is seeking exceptional interns with demonstrated interest in the social, political, and economic challenges in Asia. The selected interns will gain experience from the Asia Society Policy Institute's research and outreach work in Washington. We are currently seeking interns with strong research/writing skills and interest in at least one of the following areas:

1. Chinese Foreign Policy (Economic, Political, Security)
2. Myanmar's Democratic Reforms
3. Asian Pacific Regional Organizations and Trade Initiatives– APEC, EAS, AIIB, TPP, RCEP, FTAAP, etc.
4. India's Economic and Political Future

Interns will have the opportunity to track and research current developments in Asia related to the issue areas above for the ASPI President, Senior Advisors, and other ASPI staff; support ASPI's policy events; update the Asia Society contact database; develop social media outreach strategies; and attend and report on conferences at various think tanks, U.S. government agencies, and embassies in Washington, DC.

Education and prior experience most suited for this internship:

Familiarity with Asia policy issues through previous academic study and/or internship experience; must have the ability to work independently; strong research, writing, and editing skills; excellent attention to detail; ability to meet tight deadlines; proficiency with Microsoft Office and social media; flexibility with handling diverse tasks; U.S. government experience not required, but highly desirable. Internships are **unpaid** positions. Candidates are asked to commit to a minimum of 12 weeks, and at least 28 hours per week. Full-time commitments are generally preferred.

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How to apply:

E-mail: **1)** a cover letter, and the days and hours you are available; **2)** a resume; and **3)** a writing sample (3–5 double-spaced pages; abstracts are accepted) in Word or PDF format with the subject line "*Asia Society Policy Institute Internship DC – Spring/Summer/Fall 2015.*" to AsiaDC@asiasociety.org

Application Deadlines:

	Duration	Applications Must Be Received By our Office No Later than 11:59PM EST
FALL	September-December	August 20
SPRING SEMESTER	January – May	November 20
SUMMER	June-August	March 20

Incomplete applications will not be considered. Due to the large volume of applications we receive, we are only able to contact those candidates selected for an interview. No phone calls, please.

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