



**VACANCY ANNOUNCEMENT FOR
FOREIGN NATIONAL STUDENT INTERN PROGRAM
U.S. Consulate General Vancouver
2018 Summer Internship Opportunity
POLITICAL/ECONOMIC INTERNSHIP
*UNPAID INTERNSHIP***

****American citizens are not eligible to apply for this internship. American students who are interested in internships should apply to the program found at <https://ca.usembassy.gov/jobs/internships-for-u-s-citizens/>.***

The U.S. Consulate General Vancouver is offering TWO internships for students for the summer 2018 semester (May to August) in the Political/Economic Section.

Opening date: January 12, 2018

Closing date: February 12, 2018

These are unpaid internships; as such, the Intern will not be considered an employee of the U.S. Government nor be entitled to payment for his/her service.

Make an Impact

Your work will have a tangible impact on the relationship between the United States and Canada. From analyzing the billions of dollars in trade and investment across the 49th parallel, to tracking provincial energy and environment policies, to writing speeches for the Consul General, your work goes directly towards informing policy-makers at the embassy in Ottawa and in Washington, D.C., and advancing U.S. interests in British Columbia and the Yukon. You will research and draft diplomatic cables (i.e. analytical reports) on major political and economic developments, as well as prepare briefing notes, talking points, and speeches for senior U.S. government officials. If you are studying Political Science, International Relations, Economics or a variety of other subjects, this internship will provide you with hands-on experience in diplomacy that cannot be taught in a classroom.

Explore Your Interests

You will be responsible for a wide range of research and writing tasks spanning various topics as it pertains to your own interests and the U.S. State Department's priorities. You are encouraged to propose topics you feel passionate about. Past interns have explored:

- Trends and disputes in U.S.- Canada trade
- Vancouver tech sector growth
- Transportation infrastructure
- Federal, provincial and territorial politics in the consular region
- Natural resource and energy development
- Housing affordability issues in the Lower Mainland
- Environmental issues and sustainability
- Barriers to shared economies
- Opioid crisis in Greater Vancouver
- Regional economic and environmental cooperation in the Pacific Northwest

Extend Your Career

As an intern, you will represent the Consulate and the U.S. government at outreach events and receptions, and will attend meetings and conferences with stakeholders in various sectors. You are able to partake in discussions with senior officials from the municipal, provincial, and federal governments, as well as with prominent local luminaries

from a variety of backgrounds. Through these opportunities, you will be able to build your own professional network.

Previous interns have gone on to work or study at:

- Global Affairs Canada
- Indigenous & Northern Affairs Canada
- Citizenship & Immigration Canada
- Environment & Climate Change Canada
- Agriculture & Agri-Food Canada
- Woodrow Wilson International Center for Scholars
- Institute for Resources, Environment and Sustainability
- UBC, Syracuse & McGill Law Schools
- Various positions at UBC and SFU
- KPMG
- Teck Resources
- Horizons of Friendship (maternal health NGO)

Complete Experience

You might finish off a speech on U.S. trade policy in the morning, prepare a briefing for the Consul General on the latest provincial election polls before lunch, and then start researching a cable on the city's new sustainability strategy, all before going over to the Consul General's residence to attend an evening reception. The position will demand your best reading, writing, public speaking, and networking skills.

From a recent Political/Economic Intern:

"Whether you are interested in economic or political issues or just want to understand what it takes to make governments and businesses run, then an internship with the U.S. Consulate General is one that you will certainly not regret. In the span of only four months, I've had opportunities ranging from organizing events and engaging with important figures in business and politics, to researching and drafting timely cables to inform higher-ups of emerging issues. As you work along with other interns and your encouraging supervisors to support the operations of the Consulate, you will gain the essential skills of communication and teamwork as well as a host of other experiences that will enable you to be successful in your future pursuits. As a Political/Economic intern, I discovered my interest in indigenous issues and honed my skills in writing and analysis. Since then, I have taken my valuable experiences at the Consulate to a successful placement and extension with Indigenous and Northern Affairs Canada."

Qualifications Required

Experience: Demonstrated potential to accomplish the type of work to be performed, including writing experience and conducting independent research.

Language: Level IV (fluent) speaking/writing/reading English is required.

Knowledge: Familiarity with Canadian economic and political landscape, with particular emphasis on British Columbia and the Yukon.

Skills/Abilities:

- Excellent interpersonal, written and verbal communication skills
- Organizational skills
- Ability to work as a team, as well as independently
- Computer skills, especially Microsoft Word and Excel
- Good judgment and problem-solving skills
- Outgoing and enthusiastic about professional networking
- Flexibility and the ability to multitask

Additional Selection Criteria:

- Applicant must be at least 18 years of age at the time of appointment;
- Applicant must be enrolled part-time or more in a university, college, trade school, technical or vocational institute, or comparable recognized educational institute;
- Applicant must be in good academic standing at current educational institute; and
- Applicant must be able to pass a medical exam and a U.S. non-sensitive security clearance and possess their own medical insurance.

Applicants are expected to commit to an internship of at least twelve weeks in length, (preferably 16 weeks), full-time 40 hours per week. Work schedules are at the discretion of the supervisor.

To Apply:

Submit the following documentation prior to the closing date of the Vacancy Announcement:

- Completed Application form;
- Statement of Interest outlining objectives/motivations in seeking an internship and how one's academic courses and other experiences relate to the advertised position;
- Certified transcript and written permission from the educational institute to participate in the Intern program;
- If non-Canadian, copies of a valid study permit or other valid documents issued by Citizenship and Immigration Canada which provides a student with legal status in Canada to undertake an unpaid internship; and
- Writing sample: Attach a brief, concise writing sample .Examples include briefing reports prepared in class, summaries of major political or economic issues, policy recommendations, or excerpts from longer research papers.

By Mail: Vancouver HR, #107 – 280 Nelson Street Vancouver, B.C. V6B 2E2
By Fax: 604-685-5284
By Email: vancouverhr@state.gov

*If you are applying for more than one internship opportunity, you must submit separate applications for each position. *Application documents can be found online at <https://ca.usembassy.gov/jobs/internships-for-canadian-citizens/>.*

The U.S. Mission Canada is an equal opportunity employer.