Office of the U.S. Trade Representative (USTR) – Summer 2016 Internship

Summary
The Office of the U.S. Trade Representative (USTR) is seeking interns for summer 2016. USTR is responsible for developing and coordinating U.S. international trade, commodity, and direct investment policy, and overseeing negotiations with other countries. USTR is headed by Ambassador Michael Froman, a Cabinet member who serves as the President’s principal trade advisor, negotiator, and spokesperson on trade issues. The agency is also part of the Executive Office of the President. Through an interagency structure, USTR coordinates trade policy, resolves disagreements, and frames issues for presidential decision.

Opportunities are available in a variety of offices within the political component of USTR, including the Office of the Ambassador, Congressional Affairs, Intergovernmental Affairs and Public Engagement, Private Sector Engagement, and Public Affairs. Interns within all of these offices are responsible for a range of duties and work closely with staff in supporting Ambassador Froman’s short-and long-term priorities.

Tasks include compiling briefing books, drafting memos, conducting time-sensitive and substantive research projects, assisting with scheduling, drafting correspondence, and covering meetings and events. During the period of the internship, USTR will be engaged in a proactive campaign for congressional passage of the Trans-Pacific Partnership, the centerpiece of President Obama’s foreign policy “rebalance” to Asia. It is an extremely unique perspective for those interested in the formation and intersection of international policy, economics, and public messaging.

Qualifications
USTR is currently seeking candidates with a strong academic record as well as demonstrated leadership in their community, an interest in government or public service, and a background in international relations, economics, or a related field. Students selected for the internship will demonstrate communication skills and the ability to multi-task and work in a fast-paced environment. Interns are expected to exhibit a positive attitude, be dependable, and be willing to complete tasks as assigned.

Interested students may apply here (http://ustr.theresumator.com/apply). We are currently reviewing applications and encourage applicant submissions as soon as possible.

Please do not hesitate to contact me with any further guidance and/or questions. I look forward to hearing from you.

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