Qualifications for Development Internship:

- Minimum Bachelor’s degree;
- Academic background in international relations and/or public policy;
- Strong interest in transatlantic issues;
- Demonstrated ability to manage multiple tasks in a time-sensitive environment;
- Accurate, organized, and pays close attention to detail;
- Capability to work both independently and with a team;
- Ability to meet deadlines;
- Experience with research in support of program priorities;
- Strong verbal, written, and editorial skills;
- Demonstrated aptitude to provide technical support (i.e. Zoom, Microsoft Office, social media, data visualization/graphics, etc.); and
- Willingness to respond to an evolving set of priorities
- Experience using CRM software including performing data entry tasks; and
- Strong interest in/willingness to learn about development work in a rapidly growing think tank environment