



#### Qualifications for Executive Internship:

- Undergraduate students (in their junior or senior year), recent grads, and graduate students are eligible.
- 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.)
- Willingness to respond to an evolving set of priorities.