



**Department of the Treasury
Office of International Affairs
Intern
Non-paid position
Washington, DC**

The **2012 Spring and Summer Internships** are designed to give graduate students a unique opportunity to witness and contribute to the crucial role that the Department of the Treasury plays promoting economic growth, stability, reconstruction, and reform abroad.

The Treasury Department's **Office of International Affairs** is seeking current graduate school students for internships in Washington, DC. Internships are available in the following offices:

- Office of the Middle East and North Africa
- Office of African Nations
- Office of Europe and Eurasia
- Office of South and South East Asia
- East Asia Office
- Western Hemisphere Office
- Environment and Energy Office
- Debt and Development Policy Office
- Office of Multilateral Development Banks
- Office of Trade Finance and Investment Negotiations
- Committee for Foreign Investment in the United States (CFIUS) Office

The Office of International Affairs is comprised of regional and functional offices. The regional offices monitor financial market and economic conditions abroad, develop U.S. policies for promoting growth and stability, and provide technical assistance to central bank governors, finance ministers, and other senior foreign officials. Functional offices develop policies pertaining to cross-cutting issues (multilateral and bilateral aid policies, debt sustainability, financial services negotiations, banking sector reforms, climate negotiations), lead USG participation in multilateral groups (G20), provide technical assistance to foreign government agencies, and manage USG national security reviews of foreign acquisitions of U.S. businesses.

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The interns will help the offices in assisting senior-level Treasury officials in the development of U.S. international economic policy.

- Supporting the desk economists on day-to-day activities;
- Preparing regular updates of regional financial market activity;
- Conducting background research on relevant regional economic issues;
- Assisting Treasury desk economists in policy analysis of regional economies;
- Attending and reporting on official meetings in and outside of government;
- Interacting with other Treasury offices on matters relevant to the offices; and
- Drafting policy papers and/or memos on key issues affecting the region.

The most important qualification for candidates is a solid understanding of international economics, finance and development policy – ideally, candidates will have taken at least three economics courses, including macroeconomics and international finance. Candidates should also have strong qualitative and quantitative analytical skills; experience using software applications for data analysis and presentation; and the ability to articulate arguments and policy positions in a clear and concise manner, both orally and in writing, and to provide deliverables under extremely tight deadlines. Specific knowledge of the region or its languages is helpful, but not essential.

Internship are available part-time (about 20 hours per week) for the fall and spring semesters and full-time for the summer. The positions are unpaid and open to U.S. citizens only. Candidates will be considered on a rolling basis until all positions are filled. Please submit a cover letter (which should include the period you are applying for: spring or summer, the office(s) you are interested in, and your proposed weekly work schedule), resume, transcript and relevant writing sample (1-3 pages) to: studentemployment@treasury.gov with “**IA Volunteer Internship**” in the subject line.

The position is located at The Department of the Treasury, 1500 Pennsylvania Avenue, NW, Washington, D.C. 20220.

For more information on our office and the Office of International Affairs at Treasury, see:
<http://www.treasury.gov/about/organizational-structure/offices/Pages/Office-Of-International-Affairs.aspx>