



**VACANCY ANNOUNCEMENT FOR
FOREIGN NATIONAL STUDENT INTERN PROGRAM
ECONOMIC STATECRAFT INTERNSHIP
U.S. Mission, Canada**

**2012 Winter Internship Opportunity
Vancouver
*UNPAID INTERNSHIP***

Open to: Non-U.S. Citizen Students*. Candidates must be enrolled half-time or more or be a recent grad from a trade school, technical or vocational institute, college, university or comparable recognized educational institute in the field of business or international affairs or related areas.

Posting Date: October 22, 2012

Application Closing date: November 22, 2012

Duration: Winter 2012

**American citizens are not eligible to apply for this internship. American students who are interested in internships should apply to the program found at <http://canada.usembassy.gov/about-us/human-resources/internships.html>.*

The U.S. Consulate General in Vancouver is offering internship opportunities for the winter. These are unpaid internships; as such, the Interns will not be considered employees of the U.S. Government nor be entitled to payment for their services.

Duties of the Position: The U.S. Department of State places a priority on Economic Statecraft – the importance of economics and market forces in United States foreign policy. After a brief orientation period, the intern will be involved in "on-the-job" training by working on a pre-defined project or projects relating to U.S./Canada trade development. Intern responsibilities may include: conducting market research and preparing market reports, drafting replies to trade inquiries, promoting trade events and recruiting Canadian companies for the participation in trade events, and facilitating connections for U.S. companies seeking commercial opportunities in Canada.

Additional Selection Criteria:

- Applicant must be at least 18 years of age at the time of appointment;
- Applicant must be in good academic standing at current educational institute (if applicable); and
- Applicant must be able to pass a medical exam and a U.S. non-sensitive security clearance and possess their own medical insurance.

To Apply:

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

- ***Cover Letter*** – Why you want to be an intern, what you have to offer, and what you hope to benefit from the internship;
- ***Resume*** – Please list your future goals, computer skills, past experience, including academic accomplishments, citizenship and student status;
- ***Writing Sample*** – Displays your market research skills and your writing style. It can be a recent report that you have already written. Business and market research papers are preferred. Do not submit group work projects;
- If non-Canadian, copies of a valid study permit and work 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.

By Mail: Ottawa HR, P.O. Box 866, Station B, Ottawa, Ontario K1P 5T1

By Fax: 613-688-3055

By Email: ottawahr@state.gov

*If you are applying for more than one internship opportunity, you must submit separate application for each position.

*Information on internship opportunities can be found online at

<http://canada.usembassy.gov/about-us/human-resources/internships-for-canadian-citizens-permanent-residents.html>

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