In this newsletter:
- New internships & job opportunities
- Upcoming events

Follow Us On Facebook! http://www.facebook.com/GWPoliticalScience
Follow Us On Instagram! @GWU_PSC
**Paid Opportunities**

**NEW POSTING!!**

**Fellow, Federal Government Relations**

**Organization:** Property Casualty Insurers Association of America

**Location:** Washington, DC (444 North Capitol Street NW, Suite 801)

PCI is hiring an undergraduate fellow for an immediate opening for our Spring fellowship and actively recruiting Summer fellows. PCI is one of the property casualty industry’s largest and most diverse trade associations, representing nearly 1,000 member insurance companies across the country. PCI’s purpose is to advocate our members’ public policy positions in all 50 states and on Capitol Hill, and to keep our members current on the information that is critical to their businesses.

Responsibilities for the fellowship will include:

- providing support for the Federal Government Relations (FGR) team
- preparing and printing agendas for weekly staff and monthly all-consultants meetings
- working in coordination with the FGR team to track and review relevant legislation
- reviewing and summarizing congressional hearings, legislator bios, and responses
- providing administrative support and front desk coverage

Fellows will also have the opportunity to work with PCI staff in other divisions including Policy Development and Research, Public Affairs, Political Engagement, and Federal PAC and Grassroots teams on specialized projects.

Our Washington office is located at the Hall of States (444 N Capitol St, NW, Washington, DC 20001) near the Capitol building and Union Station. Fellowships are paid ($12.50 per hour); transit subsidy will not be provided.

Please submit a resume including availability (start/end dates and hours available/week), writing sample and 2-3 references to daniel.yi@pciaa.net by no later than Sunday, February 18, 2018. If you are interested in learning more about our organization, please go to PCI’s website at: [http://www.pciaa.net](http://www.pciaa.net)
NEW POSTING!!

Spring 2018 Development Internship

The White House Historical Association (WHHA) is seeking spring interns (March 5 – May) to assist with its new membership program. Interns will work in the Association's Fulfillment Center under the supervision of the Membership Coordinator.

Internship Department: Development
Type of internship: Paid
Length of internship: approximately two months (March 5-May)
Schedule: Negotiable, preferably 20-40 hours/week

About the organization: The WHHA is a nonprofit educational association founded in 1961 for the purpose of enhancing the understanding, appreciation, and enjoyment of the Executive Mansion. All proceeds from the sale of the association's books and products are used to fund the acquisition of historic furnishings and artwork for the permanent White House collection, assist in the preservation of public rooms, and further its educational mission.

The association also sponsors lectures, exhibitions, and other outreach programs. Thousands of schools, universities, and libraries have received free educational materials about the White House. Traveling exhibits and videos are circulated the presidential libraries and museums.

About the membership program: The organization launched its membership program in April 2017 and has seen approximately 6,500 new joins since then. The organization is anticipating an increased volume of new joins in 2018.

Description of tasks:
Fulfillment: work under the supervision of the Fulfillment Associate to print, organize, ship, and track donor acknowledgement packets
Database Administration: import constituent information into the Raiser's Edge using ImportOmatic
Member Correspondence: answer basic phone and email inquiries
Development Support: assist with Development events and other tasks as assigned
Prospect Research: assist in researching and rating prospective and new donors

Preferred Qualifications:
• Undergraduate or Graduate student with interest in Museum Studies, Public Policy, Political Science, Nonprofit leadership, or American History
• Availability 20-40 hrs. /weekly during normal business hours (M – F, 9am – 5pm) with some availability for evening program assistance; able to work on multiple projects in a fast-paced environment; strong work ethic; highly organized; attention to detail; professional attitude; and a love of history.
• Some experience with the Raiser’s Edge or similar CRM database

Application Requirements:
1. Current Resume
2. Copy of university transcript (unofficial transcript acceptable)
3. Brief cover letter (Please provide a statement of interest, explaining your internship objectives)
4. In-person interview (Qualified candidates will be contacted by WHHA staff for an interview)

Application Deadline: February 20th, 2018

Please submit all application materials to Tyler Grasee, Membership Coordinator at: TGrasee@whha.org
NEW POSTING!!

The office of Congressman Walter B. Jones (NC-03) is currently seeking applicants for an internship in either his Washington, D.C. or Greenville, N.C. office for the Summer 2018 term. Interns in the Washington office help draft constituent correspondence, attend briefings and Congressional hearings, and function as a key part of the staff. Interns also assist with answering phone calls, providing tours of the Capitol, and organizing the constituent flag request our office receives. In the state office, interns will interact with constituents, work with federal agencies, and participate in outreach projects in order to resolve problems facing the people of Eastern North Carolina, as well as assist the staff with various administrative tasks. We’re looking for college students or recent graduates who are motivated, detail-orientated, and ready to work in a fast paced setting. The ideal candidate possesses strong organizational, communication, and writing skills, as well as the ability to manage multiple tasks and work well under pressure in a team environment. A positive attitude and an interest in politics is a must. Although the internship is unpaid, you will gain valuable professional experience and an inside look at the lawmaking process on Capitol Hill. Academic credit is available for qualifying students. North Carolina and/or military ties are preferred, but not required. Interested candidates should apply at www.jones.house.gov by March 15th.
NEW POSTING!!

START Careers

Summer and Fall Internships:
Start your career in Homeland Security
Diverse internship opportunities available for a wide range of majors

Communications, Criminology, GIS, Government, Public Policy, Language, Psychology, and more

Summer Dates:
Priority Application Deadline: 03/04/18
Final Application Deadline: 03/25/18
Program begins: 06/04/18

Fall Dates:
Application Available: 03/02/18
Priority Application Deadline: 05/27/18
Final Application Deadline: 06/10/18
Program begins: 08/23/18

Conduct Research
Analyze Data
Earn College Credit

For More Information, visit: www.start.umd.edu/careers

Subscribe to our blog: startedupprograms.blogspot.com

A Center of Excellence of the U.S. Department of Homeland Security
The United Nations Environment Programme in North America (based in Washington, DC) is hiring a communications intern. Here is the application link: https://careers.un.org/lbw/jobdetail.aspx?id=91815

Summer Internship Program:

The Office of U.S. Senator Joe Donnelly is currently accepting internship applications for the summer I and summer II internship sessions in Washington, DC as well as the summer internship session in the Indianapolis and South Bend offices.

In the Washington, DC office, interns will have the opportunity to assist the Senator’s legislative and press staff with a variety of projects. Additionally, interns will interact directly with constituents over the phone, assist with writing projects, and help lead tours of the United States Capitol to Hoosiers visiting Washington, DC.

Interns in Senator Donnelly’s Indianapolis office will have the opportunity to assist case managers with constituent inquiries to federal agencies, communicate with constituents over the phone, and accompany state staff members to meetings with local civic and professional organizations in addition to performing general office clerical duties.

If your students are interested in working in a fast-paced congressional office, please let them know of our internship opportunities. This internship is open to all majors. Students can find more information on interning in Senator Donnelly’s office at http://www.donnelly.senate.gov/help/student-resources/internships. They can download the 2018 intern application at the link above and find more information on submitting their resume and cover letter.

This internship is unpaid and is open to all majors. The deadline to apply for the summer sessions in DC and Indianapolis is March 2, 2018. For those interested in working in the South Bend office, applications will be accepted until available positions are filled.

Summer Press Internship:

U.S. Senator Joe Donnelly’s Washington, DC office is seeking a full-time summer press intern, who can work 30-40 hours a week. Responsibilities include assisting the press team with media monitoring, drafting social media, research, and other day-to-day operations and projects. Previous experience on Capitol Hill is not required, though applicant should have an interest in communications. Candidate should be a self-motivated team player with strong interpersonal skills, strong writing and oral communications skills, and the ability to handle multiple tasks with hard deadlines simultaneously. Familiarity with video editing, graphic design, and social media analytics is a plus, as well as proficiency using Excel. This internship is unpaid. Indiana ties are a plus. Interested applicants should send a cover letter, resume, two writing samples, and availability to application_donnelly@donnelly.senate.gov with the subject “Press Intern.” No drop-ins or phone calls.
Upcoming Events/Announcements

The Journal of Politics & International Affairs (JPIA) is seeking qualified student submissions to be published in the Spring 2018 issue. JPIA is a student-run journal that publishes papers written by undergraduate students in the areas of Political Science, International Studies, Economics, Public Affairs, Sociology, and related fields. Publication in the Journal is an opportunity to reach a wider audience outside of the class, as well as a learning experience through the editing and feedback process. We seek to publish high quality papers that address current events and relevant subjects in the area of politics and international affairs. Ideal submissions are both informative and argumentative, with well-developed theses and strong mechanics.

The Journal typically publishes original research, theses, and essays written for upper-level courses although all majors and class ranks are invited.

If this opportunity is of interest to you, we highly encourage you to submit a paper for publication on our website at [http://u.osu.edu/jpia/submit-manuscript/](http://u.osu.edu/jpia/submit-manuscript/). The deadline is **March 2, 2018**, and submissions are reviewed on a rolling basis. We have recently updated our submission guidelines, which can be found here: [http://u.osu.edu/jpia/submission-guidelines/](http://u.osu.edu/jpia/submission-guidelines/), and ask you to carefully review them before submitting.

Upcoming event at the National Churchill Library and Center located in Gelman library. It is with author of *The Impossible Presidency* Jeremi Suri. The event will take place on Monday, February 26th at 2:00 PM.

[https://library.gwu.edu/news-events/events/impossible-presidency-conversation-jeremi-suri](https://library.gwu.edu/news-events/events/impossible-presidency-conversation-jeremi-suri)
OVERVIEW

AUGUST 19-25, 2018

PROGRAM DESCRIPTION
The Summer Policy Boot Camp is a one-week program focused on the economic, political, and social aspects of United States national and international public policy. This program offers top college students and recent graduates an opportunity to participate in focused seminars in economics, government, political science, and related fields led by renowned economists, seasoned national security professionals, and leading policy makers at Stanford University’s Hoover Institution. Topics are chosen based on the immediate relevance to today’s public policy challenges. Students will develop and apply critical reasoning skills to public policy formation. It’s a great way to make connections to other aspiring professionals and jumpstart a career in public policy.

ELIGIBILITY
Current undergraduates and recent graduates

PROGRAM DATES
August 19-25, 2018

LOCATION
Hoover Institution, Stanford University

PROGRAM FEES
Tuition, food and lodging are free for all accepted applicants

$100 APPLICATION FEE

CORE TOPICS
- The Federal Budget
- Economic Growth and Taxation
- The Fed, Monetary Policy, Banking & Regulation
- Energy and Environmental Policy
- Social Security & Retirement
- National Security
- Health Care
- Education
- Constitutional Foundations
- Politics & Elections

FEATURED FACULTY INCLUDE
- Michael J. Boskin, John F. Cogan
- Robert Hall, Edward P. Lazear, Lee Ohanian
- John H. Cochrane, Amit Seru, John B. Taylor
- Terry Anderson, James O. Ellis Jr.
- Thomas E. MaCurdy, Joshua D. Rauh, John Shoven
- Stephen D. Krasner, Kori Schake
- Scott W. Atlas, John F. Cogan, Daniel P. Kessler
- Eric Hanushek, Caroline M. Hoxby, Terry M. Moe
- Peter Berkowitz, Harvey C. Mansfield
- David Brady, Morris P. Fiorina, Douglas Rivers

* FACULTY SUBJECT TO CHANGE

FOR APPLICATION AND MORE INFORMATION, VISIT www.hoover.org/hispbc
GW International Students
Spring 2018 Career Programs

INTERNATIONAL STUDENTS: U.S. JOB SEARCH SUCCESS
Wednesday, January 24 / Marvin Center 309 / 2:00-4:00pm
Understand the U.S. job market and increase your competitiveness by learning job search strategies for success. Specialized international student job search resources will be reviewed and participants will craft and practice their professional introduction to employers. Program followed by ASK

WRITING U.S. RESUMES & COVER LETTERS FOR INTERNATIONAL STUDENTS
Tuesday, January 30 / 2:00-3:30pm / Marvin Center 307
Learn how to write a professional resume and cover letter to succeed in the U.S. job market. Review standard resume formats, identify appropriate information to include, and write draft descriptions of your past experiences to demonstrate your top skills to potential employers. Program followed by ASK

CURRICULAR PRACTICAL TRAINING (CPT) & THE INTERNSHIP SEARCH
Tuesday, February 13 / 11:00am-12:30pm / Marvin Center 302
For international students in CCAS & SEAS: Learn how to implement an intern or job search and how to apply for CPT work authorization in the U.S. Co-sponsored with the International Services Office.

OPTIONAL PRACTICAL TRAINING (OPT) & THE JOB SEARCH
Thursday, February 15 / 11:00am-12:30pm / Marvin Center 302
For international students in CCAS & SEAS: Identify strategies for a successful job search in the U.S. and how to apply for OPT work authorization. Co-sponsored with the International Services Office.

INTERVIEWING IN THE U.S. FOR INTERNATIONAL STUDENTS
Thursday, February 22 / 2:00-3:30pm / Marvin Center 302
Understand the U.S. interview process and identify interview formats, questions, and communication strategies. Develop and practice your greeting, handshake, and responses to questions in this interactive workshop designed to build your interview skills. Program followed by ASK

ALL ABOUT NETWORKING FOR INTERNATIONAL STUDENTS
Monday, February 27 / 2:00-3:30pm / Marvin Center 307
Learn about the #1 U.S. job search strategy: networking! Clarify your top skills and talents and practice networking with fellow students to enhance your job search and career success. Program followed by ASK

4TH ANNUAL INTERNATIONAL STUDENT-ALUMNI NETWORKING NIGHT
Thursday, March 1 / 6:30-8:30pm / Marvin Center Grand Ballroom
Attend this special event for international students to network with alumni who attended GW as international students, and are now employed in the U.S. and abroad. Learn from alumni who successfully managed a U.S./home country job search about strategies and opportunities to build your professional future. Co-sponsored with Career Services Council, International Student Community, International Students Office, and Office of Alumni Relations.

COMMUNICATION AND CULTURE IN THE U.S. WORKPLACE FOR INTERNATIONAL STUDENTS
Tuesday, March 6 / 2:00PM-3:30pm / Marvin Center 302
Develop effective communication skills to succeed in the U.S. workplace. Identify cultural expectations and discuss typical interactions you may encounter in U.S. internships and jobs. Program followed by ASK

RSVP to all events:
go.gwu.edu/handshake

*ASK for International Students: International students are encouraged to meet with the presenter and other students immediately following the program to ask questions and clarify information.

For more info: gwcareercenter@gwu.edu
go.gwu.edu/intlstudentcareerinfo
The Hansen Summer Institute is a 3-week summer program that brings 25 fellows from 20 different countries to USD to learn about leadership skills, public speaking, and intercultural management. During this three week program, fellows will build resume capital, international relationships, and ALL EXPENSES ARE PAID FOR.

We are currently seeking American undergraduate students and graduate students between the age of 20-25 for the summer of 2018.

Our applications are due on March 1st.

Please check out our website www.hansensummerinstitute.org for our online application and more information.
Career services offer industry newsletters to help you with your job search. Sign up information is below. Career services is always available to help with resume review, interview prep, and your job search. Visit [http://careerservices.gwu.edu](http://careerservices.gwu.edu) for more on the services they provide.

**Industry Newsletter Sign Ups**

Use the shortlinks below each image to sign up for the respective newsletter or go to GWork, click on Quick links and go directly to the respective newsletter sign up page.

- [go.gwu.edu/businessnewsletter](http://go.gwu.edu/businessnewsletter)
- [go.gwu.edu/steinewsletter](http://go.gwu.edu/steinewsletter)
- [go.gwu.edu/internationalnewsletters](http://go.gwu.edu/internationalnewsletters)
- [go.gwu.edu/artcomnnnewsletter](http://go.gwu.edu/artcomnnnewsletter)
- [go.gwu.edu/healthsciencenewsletter](http://go.gwu.edu/healthsciencenewsletter)
- [go.gwu.edu/publicservicenewsletter](http://go.gwu.edu/publicservicenewsletter)

[http://careerservices.gwu.edu](http://careerservices.gwu.edu)