

APPLY FOR AN INTERNSHIP WITH THE RLS–NYC OFFICE!

The New York office of the Rosa Luxemburg Stiftung now accepts applications for internships for a duration of three months (Jan-March / April-June / July-Sept / Oct-Dec) in 2020. Interns fully participate in all RLS–NYC office activities by assisting Project Managers in the planning, preparation, and support of events, including outreach and documentation. They also assist the Office Manager with general office tasks. They are required to carry out occasional research tasks as well as help with proofreading and translation (English <> German) on an as-needed-basis. Interns work on projects funded by both the BMZ (Ministry for Cooperation and Development) and the AA (Foreign Ministry). They are supervised by Executive Director Andreas Günther and mentored by Project Manager Maria Starzmann.

Required skills:

- Fluency in English
- Excellent German language skills
- Interest in North American politics and the UN
- Outstanding computer skills (incl. Microsoft Office Suite)
- Flexibility, ability to work under pressure, team player

Preferred skills:

- Extracurricular political engagement
- University student (BA/MA students preferred)
- Layout and design experience (e.g., Photoshop, InDesign, Illustrator)
- Media skills, such as videotaping and photography
- Experience with online and website applications, such as WordPress, Google Analytics, and Adobe Creative Suite

Because the completion of an internship in the US requires obtaining a J1 visa, we only accept applications for a three-months internship period. In your application, you may indicate your preferred time of stay in NYC, but we cannot guarantee your placement during the timeframe specified.

Candidates who are RLS Fellows and required to complete an internship as part of their degree-granting program at a German university are preferred. We strongly encourage applications from women, people of color, LGBTQI people, or others who are members of marginalized communities.

Note that while interns receive a monthly stipend, the stipend can only cover a small portion of the living expenses in New York City, where costs of living are very high. We are also unable to cover any of the costs associated with visa application and travel to the US.

How to apply

Applications should include a 1-page cover letter stating your qualifications for and purpose of an internship in our office, a 2-page resume, and a short writing sample (250 words). All documents must be **in English**. Feel free to include additional materials, e.g., original art or photography, website/layout/design samples, publications, etc. to support your application.

Your complete application must be saved as one single PDF document (file name: lastname_internship RLS-NYC_year) and emailed to maria.starzmann@rosalux.org no later than **June 20, 2019**.