



## CURRENTLY AVAILABLE INTERNSHIP POSITION IN THE USA

The position listed below is currently accepting applications. If you prefer, you can request to have a **Custom Internship in New York City or Washington DC** and we will shop your CV/ Resume around to different companies and organizations until we find one that offers you a position. Internships are almost always unpaid.

To apply for this open position, follow this link and click on **APPLY NOW:**

<https://www.international-internships.com/?go=USAFIELDspecificPlacements>

### Communications Internship

Position ID:	24230281
Start Date:	open until filled
Location:	Seattle, Washington
Duration:	6 - 12 months
Compensation:	unpaid

#### Company Description:

To strengthen communities and their economies statewide, this organization offers businesses, entrepreneurs and investors, especially those in rural and under-served communities, an impressive array of consulting and support services. The goal is to make it easy to do business in Washington for both international firms interested in investing or relocating in the state or small businesses wishing to get into exporting or in need of expansion. To that end, this company has a seasoned team of business professionals and adaptive programs and services that help businesses.

#### Internship Duties and Activities:

- Assist with business recruitment related events and programs, including international trade shows.
- Proposal content writing and design (including content creation, editing, and graphic design).
- Company research and economic statistics, particularly using federal or state data portals.
- Marketing communications, including editing, writing, newsletter content, presentations, drafting documents or letters.

#### Minimum Qualifications:

- Undergraduate Student
- Possess strong attention to detail and excellent writing, grammar, and spelling.
- Understand basic Office software including Word, Excel, PowerPoint, Outlook, etc.
- Experience with customer outreach, including creating event invites, sending email or other communications to potential clients/businesses.
- Understand the fundamentals of good graphic design, layout, and how to create informative, concise, and eye-catching documents including one-pagers, presentations, etc.
- Foreign Languages preferred: French, German