



Title: European Affairs Intern

Department: International Affairs Division, European Affairs Program

Department Description:

The Chamber's European Affairs Program champions pro-business trade and investment policies on both sides of the Atlantic. We work with leaders in government and business to expand commercial opportunities for our members by promoting open and competitive markets, economic growth, and transatlantic cooperation. The European Affairs team also manages the work of the U.S.-UK Business Council, which seeks to improve bilateral U.S.-UK economic relations and advocate for business priorities in the UK-EU relationship.

Position Overview:

Interns are an essential part of our team—helping craft messaging, organizing events, and contributing to our work supporting the world's largest and most important two-way trade and investment relationship. Internships are part-time, paid, and have a flexible schedule to accommodate coursework.

Job Responsibilities:

- Conduct research on key issues and company prospects, draft event summaries, and monitor economic news and political trends in Europe;
- Track the latest developments the broader transatlantic economic relationship;
- Provide logistical and administrative support for Chamber events;
- Assist with communications and writing, including drafting weekly newsletters;
- Attend and report on think tank events, Capitol Hill briefings, and other programs related to U.S.-EU and U.S.-UK trade and investment.

Qualifications:

- Must be based in the Washington, DC area and available to work in the office 1-2 days/week.;
- Excellent writing, proofreading and editorial skills;
- Excellent interpersonal skills;
- Organizational skills to plan and execute logistics for meetings and conferences;
- Candidates with fluency in one or more additional European languages and with experience living or working in Europe are preferred.



U.S. Chamber of Commerce

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This will be a hybrid internship and will be conducted in-person in our Washington D.C. offices and remotely. Applicants may select either monetary compensation or academic credit.

We recruit, employ, train, compensate, and promote without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, status as a protected veteran, genetic information, or any other characteristic protected by federal, state, or local law. Our talent acquisition and employment policies are inclusive. We respect both the spirit and letter of the laws of equal employment opportunity.