Internship Openings in International Trade
Seattle, WA

The Washington State Department of Commerce International Trade office recruits students for volunteer internship positions on an ongoing basis. Typical interns hold at least college junior status. Students currently in graduate school are preferred.

We ask that interns volunteer 12–15 hours per week for a minimum of 3 months. Internships are in our Seattle office, in a professional office environment.

In general, we look for responsible, reliable candidates who can work independently and have a genuine interest in international affairs and trade. We value writing ability, critical thinking, foreign language capabilities, and diversity. Other qualities we look for include:

- Ability to work independently
- Attention to detail
- Ability to learn and work comfortably with technology
- Experience organizing events
- Writing experience, especially on a newspaper or newsletter

Previous and current intern projects include:

- High profile events such as Governor international trade missions
- Washington Export Initiative programs
- Collaboration with trade development partners
- Export documentation
- Marketing communications, including editing, writing, web content development
- Company research & trade statistics
- Client projects
- Quality control

Past interns have gone on to work with consulting firms, economic development agencies, and international organizations.

To apply, please fill out the application form [http://www.commerce.wa.gov/forms/tradeintern/](http://www.commerce.wa.gov/forms/tradeintern/) and email it along with a cover letter and resume to trade.intern@commerce.wa.gov. Foreign students are eligible to apply.

Find out more about us at ExportWashington.com.