

# Organizational Guide for Internships & Practicums



PEACE & CONFLICT  
STUDIES



UPDATED FALL 2017

## **About This Guide**

This organization guide is designed to help you find a meaningful internship, practicum, or research opportunity.

As Peace and Conflict Studies focuses on both resolving conflict and building the conditions necessary for lasting peace, this guide contains a wide variety of organizations. The organizations are listed by geographic region.

Each listing includes a description of the organization, contact information, and a short summary of the Peace and Conflict Studies' programs connection to the organization. At some of the organizations, previous students completed internships or research. At other organizations, faculty members maintain strong connections the work of the organization. This information is provided so you can use these connections to secure an internship, practicum, or research connection.

For your internship or practicum, it is important that you keep in close contact with the instructor of the Field Experience course. Prior to contacting the organization, you should speak with the Field Experience Instructor about your intended organization.

Similarly, with your research project, speak with your project advisor before contacting an organization.

If you are doing an internship or practicum, we hope your experience provides important skills and connections that will help launch your career. If you are doing research, we hope you discover new and significant insights that can make an improvement on the local, national, or international level.

On behalf of the Peace and Conflict Studies program,

Professor Dave Turcotte, Director

**University of Massachusetts Lowell  
Economic & Social Development of Regions Master's Program Peace  
and Conflict Studies Master's Program**

**PCST.5580 FIELD EXPERIENCE IN PEACE AND CONFLICT  
RESOLUTION STUDIES**

*Syllabus*

For more information: Contact David Turcotte, [david\\_turcotte@uml.edu](mailto:david_turcotte@uml.edu), 978-934-4682.

Goal of the course: To develop usable skills, rather than merely to give exposure to those skills and the settings in which they are practiced.

Grading policy: The course must be taken Pass/No Credit.

Catalog description: This course develops practical skills in Peace & Conflict Resolution, through students being placed in agencies off campus, or in centers at University of Massachusetts Lowell (UML) whose work is primarily to the off-campus community. The types of work are varied: examples include mediation, meeting facilitation, organizational assessment, youth development, human-rights or peace advocacy, fact-finding in community conflicts, interracial dialogue, etc. Students write a brief summary paper with an assessment of their skill development and of the social, political and economic context of their work.

Student requirements

1. Initial Work Form, to be signed by the student, the instructor and the site supervisor within the first 2 weeks of the semester. (See Appendix 1)
2. Learning Agreement Form, to be signed by student and the instructor within the first 3 weeks of the semester. (See Appendix 2)
3. Phone or email contact with their instructor, once every month. Emails should be about a paragraph or more, on work done, skills acquired any problems, any other comments. NOTE: if a serious problem arises at the student's site before such a contact is due, the student should contact his/her instructor IMMEDIATELY.
4. Weekly personal journals, which do not have to be submitted to the instructor, but are to be used in the final paper.
5. Attend periodic meetings of all students and instructors in the course, at times and dates to be arranged during the semester. The goals of these meetings are:
6. Review progress in students' learning,
7. Compare experiences and ways of dealing with any problems.
8. Write a final paper of about 3-5 pages or 10 pages if you are registered in the practicum course to fulfill the graduation requirement for the MA Degree.
9. Hours of work at the site if you are taking the course as an elective: total for the semester to be 80-100, to be completed in 8-14 weeks, unless you are taking the course as a practicum to fulfill a graduation requirement, then the total hours should be 150.

### Final paper

**PART A.** Approximately 3-5 pages (10 pages if you are registered in the practicum course to fulfill a graduation requirement). Note: Page lengths specified are minimal, but you are encouraged to be concise on each point. Label each part clearly.

- a) A summary of the work you did, 1-2 page;
- b) Optional: Any value judgments and/or emotional reactions you want to record regarding the work and/or the agency; and/or comments on what the project means to you regarding your career, graduate school plans, or other long-term plans, 1-3 paragraphs;
- c) Two thoughtful comparisons with ideas/programs covered in readings you did in one or two courses for your Peace & Conflict Resolution Studies program: cite which reading(s), 1-3 pages;
- d) What lessons did you learn and skills did you develop that are relevant to your graduate degree or to work you'll do after getting your Peace and Conflict Resolution Studies certificate or degree? What challenges did you encounter and how did you deal with them? What relevant skills do you wish you'd developed? 1-3 pages
- e) Note: You should go through your informal journals in preparing Part A. Add a bibliography for any items cited, especially in answering question.

### **PART B.** A short "Resource Document"

This should be completed ON a SEPARATE SHEET(S) OF PAPER and include YOUR NAME, THE DATE, AND THE NAME OF THE AGENCY. This document is about your agency. It can be as long as you like. It may be distributed to other UML faculty and staff, the agency you are writing about, OR other agencies. NOTE: It is important not to include your personal comments about the agency in this document (but free to put as many such comments as you like in Part A).

The resource document should include:

- Name of the agency, its address, phone no., fax no., e-mail address, URL for website;
- Name of the Executive Director (or other person in charge);
- Name of the staff or board person you worked with (perhaps the same as the Executive Director);
- One-sentence summaries of 1-4 main activities by the agency;
- Titles, with dates and authors, of any relevant report(s) by the agency;
- Titles, with dates, sources and authors, of any newspaper article(s) regarding the agency's work.

### Selection of Placement Sites

**TYPES OF SITES:** agencies, volunteer groups and UML centers working on the following: domestic violence; youth; school-based or workplace-based conflicts; multicultural/inter-ethnic issues; gang violence; peace, human-rights or social-justice and advocacy; community relations; environmental conflicts; conflicts in churches and other faith-based organizations; neighborhood associations; local government; advocacy; community relations; environmental conflicts; conflicts in churches and other faith-based organizations; neighborhood associations; local government issues-in planning agencies etc.

**RECOMMENDED SITES:** These are provided to students based on their expressed area of interest and may change every semester.

**STUDENT SITE SELECTION:** Students can pick one of the recommended sites if they want an alternative one (say, where they have already worked for pay or as a volunteer), they are very welcome to explore it, but must get their instructor's approval. They are encouraged to pick their site several weeks before the start of the semester, and they must finalize their site selection by the end of the second week of the semester.

**WHO SHOULD THE SITE SUPERVISOR BE?** If the site is a large agency or UML center, perhaps the best supervisor is not the Executive Director, but rather a staff person with the necessary knowledge, expertise and skill. If necessary it could be a person who does not have formal credentials but much relevant experience. (e.g. A student working on family violence prevention, the most appropriate supervisor might be an experienced parent who is on the agency's staff or board.)

### Faculty contact with placement sites

1. Your UML faculty instructor should have a phone or email contact with his/her student's agency supervisor at least once a month.
2. At the end of the semester, the agency supervisor should send a report on the student's work to the UML faculty supervisor- with copies to the Contact Persons for the Peace & Conflict Resolution certificate. This should cover:
  - a) The work done by the student;
  - b) Skill(s) learned;
  - c) The strengths and weaknesses of the student's work.

*57.5580 Field Experience in Peace and Conflict Resolution Studies*

APPENDIX 1. INITIAL WORK FORM

University of Massachusetts Lowell  
Regional Economic & Social Development of Regions  
Master's Program Peace and Conflict Studies Master's Program

1. \_\_\_\_ semester, \_\_\_\_ year
2. INDIVIDUALS INVOLVED:

**STUDENT:**

Name:  
Mailing address:  
Email address:  
Phone number:  
Work Phone number:

**AGENCY/CENTER SUPERVISOR:**

Name:  
Mailing address:  
Email address:  
Phone number:  
Work Phone number:

**FACULTY PROJECT ADVISOR:**

Name:  
Mailing address:  
Email address:  
Phone number:  
Work Phone number:

3. 1-2-sentence description of 1-3 major project(s) to be done by the student.
4. Deadlines of individual project(s)--note: All are to be completed *by the last day of classes*.
5. We have read and agreed to items 3 - 4 to be signed by individual in item 5.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Agency Supervisor

\_\_\_\_\_  
Faculty Instructor

**SUBMISSION DEADLINE FOR THIS FORM:** The end of week 2 of the semester- and before the work projects begin.

**57.5580 Field Experience in Peace & Conflict Resolution Studies**

APPENDIX 2. LEARNING AGREEMENT FORM  
University of Massachusetts Lowell  
Regional Economic & Social Development of Regions  
Master's Program Peace and Conflict Studies Master's Program

**A. ORGANIZATIONAL DETAILS**

1. \_\_\_\_\_ semester, \_\_\_\_\_ year
  
2. Names of
  - a. Student
  - b. Agency/center supervisor
  - c. UML faculty instructor
  
3. Supervisory conference to be held between student and agency supervisor:  
\_\_\_\_ Weekly  
\_\_\_\_ Every other week

On \_\_\_\_\_ day, at \_\_\_\_\_ time at \_\_\_\_\_ location.

4. Any additional arrangements about the meetings or supervision?

**B. Learning plan (use an extra sheet if you need more space)**

1. Student's learning goal(s)-maximum 3 goals--for the project preparation course plus the actual project: these goals can include particular competency(s) sought

Using 2 columns that match each other, identify learning objectives in the left hand column, and specific tasks and work to meet those objectives in the right hand column.

| 2. Learning Objectives | 3. Tasks |
|------------------------|----------|
|                        |          |

4. Any resources you will need, e.g. reading, internet sites, contact people, for achieving the objectives listed under item 3?

Supervision – Describe how you plan to use your supervisor meetings, and the skills/experience of your agency supervisor, in achieving your goals and assessing your progress.

**C. Signatures**

We have read and agreed to the material on this form

\_\_\_\_\_  
Student

\_\_\_\_\_  
Faculty Instructor

**SUBMISSION DEADLINE FOR THIS FORM:**

End of week 2 of the semester and before the work projects begin.



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# Lowell

## **The African Community Center of Lowell**

155 Merrimack Street

01852 Lowell, MA

3<sup>rd</sup> floor

Website: <http://www.acclowell.org/>

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The African Community Center of Lowell promotes responsible citizenship by improving the quality of life and supporting the achievement of African immigrants, refugees, and other minorities and economically disadvantaged persons in Lowell through educational, social, and cultural initiatives.

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### **Contact Information**

Executive Director: Gordon Halm

Email: [ghalm@commteam.org](mailto:ghalm@commteam.org)

Phone: 978-654-5678

## **Alternative House - Lowell, MA**

[www.alternative-house.org/](http://www.alternative-house.org/)

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**Internship:** Yes

**Research:** No

The mission of Alternative House is to facilitate the creation of a society in which violence against women will no longer exist. As a means to this end, we offer shelter, support, options, counseling, and legal advocacy for all battered women (and their children) who seek our help. We are committed to the empowerment of women toward self-sufficiency. We do not discriminate against any race, class, culture, age group, or sexual orientation.

In addition, we provide community education to reform societal attitudes that allow violence against women.

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### **Organizational Contact**

Kathleen Kelley  
Executive Director  
978-937-5777

## **Angkor Dance Troupe – Lowell, MA**

<http://www.angkordance.org/>

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**Internship:** Yes      **Research:** Yes

The Angkor dance Troupe develops and teaches Cambodian dance, promotes an understanding and appreciation of Cambodian culture, and provides a positive social and educational outlet for Cambodian youth.

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### **Organization Contact**

978-275-1823

info@angkordance.org

## **Cambodian Mutual Assistance Association (CMAA Lowell)**

<http://www.cmaalowell.org/>

120 Cross Street

Lowell, MA 01854

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**Internship:** Yes

**Research:**

The Cambodian Mutual Assistance Association is dedicated to improving the quality of life for Cambodian Americans, other minorities, and economically disadvantaged persons in Lowell through educational, cultural, and economic, and social programs.

### **CMAA Programs**

Current services available through the CMAA include community health advocacy and education. These include:

- **Elderly outreach program:** The CMAA Elder Program assists Lowell Southeast Asian elders (60 and older) many of whom have one or more chronic diseases.
- **Young Parents Program:** The Young Parents Program is directed toward reducing welfare dependency among young parents.
- **Monorom Program:** An innovative culturally sensitive program to provide support to families with developmentally disabled children.
- **English as Second Language training:** This focuses on providing students with functional English vocabulary for the workplace.
- **Citizenship Assistance:** Including civic and history classes and aid with the naturalization process and an Individual Development Accounts.

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### **Organizational Contact**

Sovanna Pouy

Executive Director

[spouy@cmaalowell.org](mailto:spouy@cmaalowell.org)

978-454-6200 ext. 1010

**Center for Hope and Healing - Lowell, MA**  
<http://www.idealists.org/view/nonprofit/nBkDB8gz7Nxd/>

144 Merrimack Street, Suite 304

Lowell, MA, 01852

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**Internship:** Yes    **Research:** Yes

The Center for Hope and Healing (CHH), formerly Rape Crisis Services of Greater Lowell] is a private not for profit organization dedicated to healing and empowerment of survivors of rape and sexual assault through counseling, advocacy, and education. We are committed to creating an environment that is not racist, sexist, classist or homophobic and where sexual violence and other forms of oppression are eliminated. We advocate for clients with the police, courts and medical system. In addition, we offer extensive prevention education outreach to schools and community groups. We serve 13 cities and towns in the Greater Lowell area. Our services are available in English, Spanish, Portuguese, and Khmer.

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**Organizational Contact**

Amrith Fernandes-Prabhu  
Volunteer Coordinator  
amrith@chhinc.org  
978-452-7721



## **City of Lowell**

<https://www.lowellma.gov/>

375 Merrimack Street

2<sup>nd</sup> Floor, Room 50

Lowell, MA 01852

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**Internship:** Yes    **Research:** Yes

The City of Lowell offers several opportunities for internships. An internship with the City of Lowell can provide a unique perspective into the link between the citizens and their municipal government while also fostering greater communication and collaboration among Lowellians at all division and levels of government.

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### **Organization Contact**

Mary Callery

Human Resources Director

978-674-4105

## **Center for Terrorism and Security Studies (CTSS)**

113 Wilder St,  
01854, Lowell, MA

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Interns are expected to spend ten hours a week on the work, where one hour is spent meeting with the supervisor.

Interns are responsible for sorting cases of right wing terrorism into spontaneous and non-spontaneous acts of violence.

Interns must go research statistic on the location of the spontaneous cases and code them into a location codebook.

Interns must research perpetrators of the spontaneous cases and code them into an offender codebook.

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### **Contact Information**

Directors: Arie Perlinger and Neil Shortland

Emails: [Arie\\_Perlinger@uml.edu](mailto:Arie_Perlinger@uml.edu)

[Neil\\_Shortland@uml.edu](mailto:Neil_Shortland@uml.edu)

Program Manager: [Neil\\_Shortland@uml.edu](mailto:Neil_Shortland@uml.edu)

978-934-4830

## **Coalition for a Better Acre (CBA)**

[www.coalitionforabetteracre.org](http://www.coalitionforabetteracre.org)

517 Moody Street, Floor 3

Lowell, MA 01854

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**Internship:** Yes

**Research:** Yes

The Coalition for a Better Acre (CBA) is a membership based community development corporation dedicated to resident empowerment and sustainable community revitalization for current and future residents of Lowell and the Merrimack Valley. CBA also promotes healthy, vibrant neighborhoods by developing resident leaders, affordable housing and economic opportunities, and by responding to community needs through collective action.

### **Related Articles regarding the Agency:**

Windall, Terry. "Coalition for a Better Acre Welcomes Ms. Yun-Ju Choi as New

Executive Director." *Massachusetts Newswire*. Lowell Sun, 28 Apr. 2014. Web.

19 July 2015.

Yun-Ju Choi – Executive Director

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### **Organizational Contact**

Julia Gavin

[Julia.gavin@cbacre.org](mailto:Julia.gavin@cbacre.org)

978-452-7523

## **Community Teamwork, Inc. (CTI)**

<http://www.commteam.org/>

Administration

Resource Center

155 Merrimack Street

17 Kirk Street

Lowell, MA 01852

Lowell, MA 01852

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**Internship:** Yes    **Research:** Yes

CTI's Mission is to assist low-income people to become self-sufficient, to alleviate the effects of poverty, and to assist low-income people to participate in the decisions that affect their lives.

CTI is an advocate and catalyst for systemic change on issue that affect low-income people, including education, workforce training, housing, economic development, and civic engagement.

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### **Organization Contact**

Lisa Wholey

Director of Human Resources

lwholey@commteam.org

978-459-0551

## CTI After School Programs

<http://www.commteam.org/how-we-help/family-children/school-age/>

Administration

155 Merrimack Street

Lowell, MA 01852

Resource Center

17 Kirk Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

CTI's School Age Programs provide safe, enjoyable, well supervised activities for children ages 6 to 13 at a number of Greater Lowell schools. Programs operate daily before and after school with full-time hours available during summer months and school vacations.

---

### Organizational Contact

Tanya Mead

School-Age Program Director

[jcasey@comteam.org](mailto:jcasey@comteam.org)

978-454-5100

**CTI Family Resource Network**

<http://www.commteam.org/how-we-help/family-children/>

|                      |                  |
|----------------------|------------------|
| Administration       | Resource Center  |
| 155 Merrimack Street | 17 Kirk Street   |
| Lowell, MA 01852     | Lowell, MA 01852 |

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**Internship:** Yes                      **Research:** No

CTI Family Resource Network believes that families are the foundation of a strong community and are essential to the health and well-being of our community. Our services touch the lives of families through generations to help them achieve their full potential and increase their ability to thrive and succeed in life.

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**Organizational Contact**

Chris Hunt  
Director of Children, Family, & Adolescent Services  
chunt@commteam.org  
978-459-0551

## CTI YouthBuild

<http://www.commteam.org/cti-youthbuild-of-greater-lowell/>

|                      |                  |
|----------------------|------------------|
| Administration       | Resource Center  |
| 155 Merrimack Street | 17 Kirk Street   |
| Lowell, MA 01852     | Lowell, MA 01852 |

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**Intership:** Yes

**Research:** No

CTI YouthBuild is a program for young adults between the ages of 16 and 24 who have dropped out of school and are ready to embrace a second chance to receive educational and vocational training to achieve success.

- Serving young adults between the ages of 16 and 24 who have dropped out of high school and who reside in Lowell and its surrounding towns.
- Services include: G.E.D. preparation, vocational training, one on one case management, leadership development, life skills training, and career and academic coaching

YouthBuild provides education and employment training to prepare youth for careers in construction and healthcare. We help students identify their career and educational interests, develop an Individualized Employment Plan (IEP), and support them to achieve their goals. All participants have access to the core program components as well as participation in specialized occupational skills training according to their individual interests and capacities.

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### Organizational Contact

Nokuthula Sibanda

Director

[nsibanda@commteam.org](mailto:nsibanda@commteam.org)

978-446-9803

## **Cultural Organization of Lowell (COOL)**

<http://www.cultureiscool.org/>

122 Merrimack St

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

The Office of Cultural Affairs & Special Events (CASE) is the official arts and events agency for the City of Lowell, MA. Established by City ordinance in May 2008, CASE's mission is to help create a high quality cultural environment that offers appealing experiences to the city's diverse population, stimulate economic development in the City, and encourage people to participate in the cultures of the community. As both a service and presenting organization, CASE accomplishes this mission by stimulating public awareness of and support for the arts, preserving and celebrating the City's diverse culture and historical heritage, planning yearly community events and supporting local festivals.

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### **Organizational Contact**

Andy Jacobson

Chairman of the Board

[ajacpbson@cultureiscool.org](mailto:ajacpbson@cultureiscool.org)

978-455-7652



## **Girls, Inc. of Greater Lowell**

<http://girlsinc Lowell.org/>

220 Worthen Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

“We provide quality enrichment programs after school, during summer and holiday breaks, for girls between the ages of 5 and 18.”

Mission: Girls Incorporated of Greater Lowell inspires all girls to be strong, smart, and bold. Through creative programs in a safe and nurturing environment, we strive to teach the independence and personal responsibility girls need to succeed.

---

### **Organizational Contact**

Jennifer Demers

Maritza Groom

Program Director

Teen Center Coordinator

[jdemers@girlsinc.org](mailto:jdemers@girlsinc.org)

978-458-6529

## **Greater Lowell Family YMCA**

<http://www.greaterlowellymca.org/>

35 YMCA Drive

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

“For Youth Development, For Healthy Living, For Social Responsibility”

We’re an inclusive organization of men, women, and children joined together by a shared commitment to nurturing the potential of kids, promoting healthy living and fostering a sense of social responsibility.

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### **Organizational Contact**

Chantelle Ouellette

Human Resources

couellette@lowellymca.org

978-454-8982 x11

## **Head Start**

<http://www.commteam.org/how-we-help/family-children/early-learning/>

126 Phoenix Avenue

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

Head Start, a flagship program of the War on Poverty, began in 1965 as an eight week summer program. Today, it combines Head Start and Early Head Start, providing Lowell with a comprehensive array

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### **Organizational Contact**

Chris Hunt

Director of Children, Family, & Adolescent Services

chunt@commteam.org

978-459--0551

## **International Institute of New Englands, Lowell (II Lowell)**

<https://iine.org/>

[info@iine.org](mailto:info@iine.org)

15 Warren Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

The mission of the International Institute of New England is to invest in the future of our cities and towns by preparing refugees and immigrants for participation in the social, economic, and political richness of American life through active citizenship.

### Volunteer Opportunity

1. Office: Task will include answering calls to the Institute and setting appointments for our clients, other office duties such as copying, filing, etc., and being the smiling face to greet our clients when they walk in for the first time.
2. Intern or volunteer with interest or experience in immigration law, to assist us with forms, review client files, etc.
3. Employment/WSL/citizenship: Tasks may include literacy tutoring, searching the internet for employment opportunities for our clients, researching jobs, and assisting in citizenship classes.
4. Case management with recent aylees who have either recently arrived in the US or recently been granted asylum by the US government.

The tasks above may be combined to meet the interests and skill sets of our volunteers.

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### **Organizational Contact**

Peter Saati

Office and Volunteer Coordinator

[psaati@iine.org](mailto:psaati@iine.org)

978-459-9031 x1111

Direct line: 978-458-3892

## **Light of Cambodian Children, Inc.**

<http://www.reaksmey.org/>

40 French Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

Light of Cambodian Children (LCC) was established in 1998 to encourage underserved young people to seek higher education, become self-sufficient, and serve as positive role models in our communities.

An alarming majority of young people we serve live with parents suffering from depression and post-traumatic stress disorders. Along with cultural and language barriers, that leaves parents with little or no ability to deal with child-raising problems.

Lowell has the second largest Cambodian population in the United States. Many of these Cambodian residents were refugees who fled genocide from Cambodia and now live in poverty in the United States. Cambodians make up about one-third of the population in Lowell, but barely ten percent of the graduating students continue on to higher education. For this forlorn population, this statistic contradicts the stereotype of the Asian Model Minority, yet much is expected of them.

LCC is committed to take a pro-active intervention and prevention approach for the young and early teen populations so they can understand their rich culture, which will strengthen their relationships and reduce tensions between ethnic groups and individuals.

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### **Organizational Contact**

Sayon Soeun

Executive Director

sayon@reaksmey.org

978-275-1822

## **Living Waters Center of Hope**

[www.livingwaterslowell.org](http://www.livingwaterslowell.org)

10 Kirk St

Lowell, MA 01852

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**Internship: Yes    Research: No**

Living Waters Center for Hope is tax exempt nonprofit 501(c)(3) charitable organization staffed and primarily volunteer run. We serve all races, creeds, and faiths; the rich and poor; those living in homes, apartments, shelters, and those without any.

Living Waters Center of Hope offers:

- Drop-in programs
  - Hunger/Feeding
  - Outreach
- Bridge Programs
  - Therapeutic Recreation
  - OneHome
  - The Catalyst Street Paper
  - OurMaker Spacer

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Heather Mourant

[heather@livingwaterslowell.org](mailto:heather@livingwaterslowell.org)

978-323-HOPE (4673)

## **Lowell Community Health Center**

<http://www.lchealth.org/>

161 Jackson Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

Lowell Community Health Center proudly provides access to high quality, affordable health care to children and adults of all ages – regardless of their ability to pay. The Health Center has served the communities of Greater Lowell since 1970 and has grown to include many specialty services in addition to comprehensive primary health care.

Health Center patients may choose a primary care physician, nurse practitioner, or certified nurse midwife from our team of more than 40 board certified medical providers. Behavioral health services are integrated into the care provided at the Health Center. Patients are able to schedule visits with certified mental health professionals working at the Health Center. Our employees speak 28 different languages, and at least 40 staff are trained medical interpreters.

Lowell Community Health Center is committed to delivering exceptional care that improves the health of the patients it serves through prevention, treatment and education.

### Mission:

Lowell Community Health Center’s mission is to provide caring, quality, and culturally competent health services to the people of Greater Lowell, regardless of their financial status; to reduce health disparities and enhance the health of the Greater Lowell community; and to empower each individual to maximize their overall well-being.

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### **Organizational Contact**

Human Resources for internship information

978-937-9700

## Lowell National Historical Park

<https://www.nps.gov/lowe/index.htm>

67 Kirk Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

Since 1916, the National Park Service has been entrusted with the care of our national parks. With the help of volunteers and partners, we safeguard these special places and share their stories with more than 275 million visitors every year. But our work doesn't stop there.

We are proud that tribes, local governments, nonprofit organizations, businesses, and individual citizens ask for our help in revitalizing their communities, preserving local history, celebrating local heritage, and creating close to home opportunities for kids and families to get outside, be active, and have fun.

Taking care of the national parks and helping Americans take care of their communities is a job we love, and we need—and welcome—your help and support.

Our Mission

The National Park Service preserves unimpaired the natural and cultural resources and values of the National Park System for the enjoyment, education, and inspiration of this and future generations. The Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout this country and the world.

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### Organizational Contact

Joann Marcos

Volunteer Coordinator

[joann\\_marcos@nps.org](mailto:joann_marcos@nps.org)

978-275-1779



## **Lowell Parks and Conservation Trust**

Lowellandtrust.org

660 Suffolk Street, Suite 1,

Lowell MA

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**Internship:** Yes      **Research:** No

Lowell Parks and Conversation Trust is an accredited land trust which protects natural land in the city of Lowell from being developed so that it can be enjoyed as a natural oasis by the public. The trust also cares for the land and rivers, as well as the trees that they plant. Environmental education for all ages seeks to increase people's connection with nature as well as a sense of responsibility to protect it.

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### Organizational Contact

660 Suffolk Street, Suite 1, Lowell MA

Phone: 978-934-0030

PO Box 7162

Jane Calvin

## LOWELL TELECOMMUNICATION CORPORATION

246 Market Street

01852, Lowell, MA

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**Internship:** Yes      **Research:** No

LTC is Lowell's community media center and has provided space and tools to individuals, students, seniors, businesses, and non-profit groups to create and share their messages and ideas.

LTC organizes training on the use of media tools at discounted rates for community members.

LTC provides media partnerships with other nonprofits in the region and also engage in their activities.

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### Organizational Contact

Phone: 978-656-1147

Email address: <http://www.ltc.org>

Executive Director: Wendy Blom

## **Mass PIRG**

<http://www.masspirg.org/sites/pirg/files/cpn/USN-013017-A1/index.html>

122 Merrimack St

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

Seeking interns and coordinators for our campaigns including hunger and homelessness alleviation, advocating for a ban on single-use plastic bags, and energy-efficiency education. The internship program provides students with important skill such as organizing events, running campaigns, public speaking, and working with media.

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### **Organizational Contact**

Deirdre Cummings

Legislative Director

MASSPIRG

294 Washington St, Suite 500

Boston MA 02108

617-747-4319

[www.masspirg.org](http://www.masspirg.org)

**MASSACHUSETTS** Massachusetts Commission on the Status of Women

Website: <http://www.mass.gov.women/>

Address: The Charles F/ Hurley Building.

19 Staniford Street, 6<sup>th</sup> floor

02114-2502, Boston, MA

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The mission of the Commission is to advance women toward full equality in all areas of life and to promote rights and opportunities for all women. The Commission exists to provide a permanent, effective voice for women across Massachusetts.

MCSW is empowered to:

- Study, review and report on the status of women in the Commonwealth;
- Advise executive and legislative bodies on the effect of proposed legislation on women;
- Inform leaders of business, education, health care, state and local governments and the communications media of issues pertaining to women;
- Provide referrals and serve as a resource of information on issues pertaining to women.

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Contact Information

Executive Director: Jill Ashton [jill.ashton@state.ma.us](mailto:jill.ashton@state.ma.us)

Phone: 617-626-6520

## **Middlesex Community College Out of School Youth**

<https://www.middlesex.mass.edu/partnerships/k12partner.aspx>

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**Internship:** Yes    **Research:** No

The Out of School Youth Development Center is a year-round initiative at MCC's Lowell campus that provides Lowell youth, ages 16-21, who are not in school, with a continuum of services tailored to their individual needs. The Center offers a support system that encompasses case management, GED preparation, and service learning, workforce education, and career exploration.

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## Organizational Contact

Maria Cunha

Program Director

[cunham@middlesex.mass.edu](mailto:cunham@middlesex.mass.edu)

978-656-3104

## **Middlesex Community College Law Center**

33 Kearney Square- Derby200- Lowell, MA 01852

<https://www.middlesex.mass.edu/lawcenter/>

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**Internship:** Yes    **Research:** No

The Middlesex Community College Law Center in Lowell is a community mediation center that has provided conflict resolution services since 1989. MCC law center works in cooperation with and is funded by the Massachusetts Attorney General's Office. We administer consumer protection, individual, community, and trial court mediation services and training, as well as school-based violence prevention programs.

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### **Organizational Contact**

Local Consumer Program (LCP)

Clare McCurley

Senior Consumer Complaint Mediator; Coordinator of LCP

[mccurleyc@middlesex.mass.edu](mailto:mccurleyc@middlesex.mass.edu)

Phone: 978-656-3342

Fax: 978-441-1749

Face to Face Program

Karen Bischoff

[bischoffb@middlesex.mass.edu](mailto:bischoffb@middlesex.mass.edu)

**SayDaNar CDC**  
144 Merrimack Street

Lowell, MA 01852

<http://saydanarlowell.org/>

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**Internship:** Yes    **Research:** No

SayDaNar’s orienting goal is to help a community where refugees, new immigrants, and all other community members are working together to help each other become successful and self-sufficient in American society while celebrating their rich cultural heritage.

SayDaNar provides advocacy, education, and services promoting self-efficacy, health, and educational, and employment status in the United States to become active citizens contributing positively to their wider communities.

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**Organizational Contact**

Ardeth Thawngmung – President

James Aung – Executive Director

978-457-9064



**Middlesex Community College Law Center Peer Mediation Program at  
Lowell High school**

50 Father Morissette Blvd

Lowell, MA 01852

[http://www.edline.net/pages/Lowell\\_High/School\\_Departments/Student\\_Support\\_Services/SCORE\\_Peer\\_Mediation\\_Program](http://www.edline.net/pages/Lowell_High/School_Departments/Student_Support_Services/SCORE_Peer_Mediation_Program)

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**Internship:** Yes    **Research:** No

The Peer Mediation program is available to students and staff at Lowell High School to help resolve disagreements. The program provides an opportunity to sit down in a more calm and relaxed setting and work through a problem.

The internship at Lowell High School provides the experience of working with a long standing peer mediation department that has been organized within the community and applied in a public educational institution.

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**Organizational Contact**

Yvette Cheeks

Mediation Coordinator

978-937-8937

[ycheeks@lowell.k.12.ma.us](mailto:ycheeks@lowell.k.12.ma.us)

## United Teen Equality Center (UTEC)

[www.utec-lowell.org](http://www.utec-lowell.org)

35 Warren Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

UTEC’s mission is to ignite and nurture the ambition of Lowell’s most disconnected young people to trade violence and poverty for social and economic success. UTEC’s nationally recognized model begins with intensive street outreach and gang peacemaking, reaching out to the youth by meeting “where they’re at.” UTEC engages youth in workforce development and alternative education. Social justice and civic engagement are embedded in all programming, with special emphasis in our youth-led grassroots organizing, locally and statewide.

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### Organizational Contact

Jonathan Lunde

Director of Streetwork

978-856-3975

[jlunde@utec-lowell.org](mailto:jlunde@utec-lowell.org)

- email is best

## **Women, Infants, and Children (WIC)**

<http://www.commteam.org/how-we-help/family-children/wic/>

45 Kirk Street

Lowell, MA 01852

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**Internship:** Yes    **Research:** No

WIC is a supplemental nutrition program for women, infants, and children under 5 years of age. WIC provides support to pregnant, postpartum, and breastfeeding women and children by offering nutrition education, healthy foods, and referrals to health and social service providers. WIC is committed to meeting the needs of low-income women and families with young children. Families may receive vouchers redeemable for healthy foods like milk, cheese, peanut butter, eggs, and more. WIC also offers mentoring for breastfeeding moms and workshops on nutrition and healthy eating.

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### **Organizational Contact**

Marianne Fullam

Senior Nutritionist

[mfullam@comteam.org](mailto:mfullam@comteam.org)

978-454-6397

# Massachusetts

## City Year

<https://www.cityyear.org/boston>

**Internship:** Yes    **Research:** Yes

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City Year is an education-focused nonprofit organization, founded in 1988, that partnered with public schools to help keep students in school and on track to graduate. This innovative public-private partnership brings together teams of diverse, young AmeriCorps members who commit to a year of full-time service in schools. As tutors, mentors, and role models, these young leaders are uniquely able to help students and schools succeed and help transform communities across the United States, as well as through international affiliates in Johannesburg, South Africa and London, England.

City Year Boston deploys 265 highly skilled AmeriCorps members to serve in 21 elementary, middle and high schools, positively impacting nearly 10,000 students.

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### Organizational Contact

Apply here: [https://joincityyear.force.com/TX\\_SiteLogin?startURL=%2FTargetX\\_Portal\\_PB](https://joincityyear.force.com/TX_SiteLogin?startURL=%2FTargetX_Portal_PB)

## **Lawrence Community Works**

<http://www.lawrencecommunityworks.org/site/>

168 Newbury Street

Lawrence, MA 01841

**Internship:** Yes    **Research:** Yes

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Lawrence Community Works (LCW) is a nonprofit community development corporation working to transform and revitalize the physical, economic, and social landscape of Lawrence. Work includes:

Neighbor Circles community building in Lawrence whereby neighbors do local improvement projects on over 40 streets and blocks in the City of Lawrence.

Movement City Youth Network: an environment for youth focused on performing arts, design technology, and academic success.

IDA Program, which provides skills development and incentives savings.

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### **Organizational Contact**

[info@lawrencecommunityworks.org](mailto:info@lawrencecommunityworks.org)

978-685-3115

## **Merrimack Valley Venture Forum**

<http://mvvf.org/>

600 West Cummings Park, Suite 4400

Woburn, MA 01801

**Internship:** Yes    **Research:** Yes

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The Merrimack Valley Venture Forum (MVVF) is a non-profit business association for entrepreneurs, early- to mid-stage companies, professional service providers, academia and investors to facilitate business growth in technology sectors. MVVF is committed to assisting emerging technology companies, connect with established industry leaders, and mid- to late-stage companies, to obtain professional and financial guidance to succeed.

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### **Organizational Contact**

Maura McDonough

[mmcdonough@mvvf.org](mailto:mmcdonough@mvvf.org)

978-251-8278

## **Minute Man Arc**

<http://minutemanarc.org/>

1269 Main Street

Concord, MA 01742

**Internship:** Yes    **Research:** Yes

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Mission: Minute Man Arc is committed to enhancing the quality of life for people with developmental disabilities of all ages by:

- increasing inclusion in the community
  - maximizing personal choice and decision making
  - supporting people to achieve full potential in all areas of their lives
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### **Organizational Contact**

978-287-7900



## **North Shore Community Mediation Center**

[www.nsmediation.org](http://www.nsmediation.org)

North Shore Community Mediation Center is located in the Cummings Center in Beverly, Massachusetts

100 Cummings Center, Suite 307-J  
Beverly, MA 01915

**Internship:** Yes    **Research:** Yes

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North Shore Community Mediation Center provides alternative dispute resolution and mediation to the communities of the North Shore in the courts, schools, and neighborhoods.

Run biannual mediation training courses, including training in divorce mediation and parent child mediation.

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### **Organizational Contact**

Cynthia McClorey

Executive Director

[Cynthia@nsmediation.org](mailto:Cynthia@nsmediation.org)

978-232-1212

**Rosie's Place**

<http://www.rosiesplace.org/Volunteer/internships>

889 Harrison Ave

Boston, MA 02118

**Internship:** Yes    **Research:** No

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College interns at Rosie's Place work alongside staff, joining in our fight for justice for poor and homeless women. Interns gain valuable non-profit experience, enhance academic studies, receive course credit and provide community service. All internships are unpaid, but some students receive financial support through their colleges.

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**Organizational Contact**

[webmaster@rosiesplace.org](mailto:webmaster@rosiesplace.org)

617-442-9322

# Other States

## **International Institute for Conflict Prevention & Resolution, New York**

[www.cpradr.org](http://www.cpradr.org)

**Internship:** Yes    **Research:** Yes

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The International Institute for Conflict Prevention & Resolution (CPR) is an independent non-profit organization that helps global businesses and their counsel prevent and resolve commercial disputes more effectively—both directly, by enhancing their capabilities, and indirectly, by improving ADR capacity worldwide.

CPR offers:

- Cutting edge tools, resources and solutions
- A full suite of innovative – and yet practical – ADR rules, procedures and services
- A global roster of distinguished and experienced arbitrators and mediators (neutrals)
- A collaborative community of members, consisting of top corporations and law firms, academic and government institutions, and leading mediators and arbitrators around the world

Interns at CPR conduct research and compose content for CPR’s website, CLE courses, its publications and articles being developed by CPR staff. Interns also conduct background research as necessary for CPR’s Industry and Practice Committees and for Institute-wide surveys and studies, where appropriate.

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### **Organizational Contact**

<https://www.cpradr.org/about/careers/internship-opportunities>

Helena Tavares Erickson  
CPR  
30 East 33rd Street, 6th Floor  
New York, NY 10016  
[herickson@cpradr.org](mailto:herickson@cpradr.org)

# Washington, D.C.

## **American Enterprise Institute (AEI)**

<https://www.aei.org/>

1789 Massachusetts Ave

Washington, D. C. 20036

**Internship:** Yes    **Research:** Yes

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AEI internships provide students with an opportunity to work directly with some of America's most renowned scholars, economists, political scientists, and foreign policy specialists conducting research on today's prominent public policy questions. The institute provides an intellectually stimulating environment, reach with critical thinking, scholarship, and lively debate.

Our internships offer opportunities on the research side of the Institute (Economics, Health Care, Poverty Studies, Foreign and Defense Policy, Education, Politics and Public Opinion, Society and Culture) as well as the business side (Executive Office, Development, Government Relations, External Affairs, Media Relations, Video Production, Accounting, Academic Programs, and Communications).

AEI internships are available in the Fall, Spring, and Summer to experienced undergraduate students, graduate students, and recent graduates. A minimum of 3.0 GPS is required; however, most successful candidates have at least a 3.5 GPA.

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### **Organizational Contact**

Information from: <http://www.aei.org/internships/>, the site provides more details and the application.

## **Atlantic Council**

<http://www.atlanticcouncil.org/>

### **The Atlantic Council is headquartered at:**

1030 15th Street, NW, 12th Floor

Washington, DC 20005 USA

Tel: 202.778.4952

**Internship:** Yes    **Research:** Yes

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The Atlantic Council is as good as its people. Executing our strategy is only possible through a relentless focus on talent recruitment and development of intellectual entrepreneurs to ensure that we are a relevant, resourceful, nimble, ambitious, and effective organization.

The best Atlantic Council team members are cutting-edge experts in their fields, whether that be regional knowledge or administrative skills. They are passionate about their work, results-oriented, fast-acting, entrepreneurial, and resourceful. They understand the world's challenges are daunting, but they are optimistic and natural team players in their search for relevant strategies and policy solutions.

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### **Organizational Contact**

Information from: <http://www.atlanticcouncil.org/careers/employment-internships>

Find the list of available internships on this site.

## **Brookings Institution**

<https://www.brookings.edu/>

1775 Massachusetts Ave., NW  
Washington, DC 20036

**Internship:** Yes    **Research:** Yes

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**Brookings Internship Program:** The Brookings Internship program provides an opportunity for undergraduate and graduate students from diverse backgrounds to engage in career exploration and development as well as a chance to learn new skills.

The mission of the Internship program is to provide students and recent graduates with a pre-professional, meaningful and practical work experience related to the student's field of study or career interest. Interns may work with Brookings staff in our research areas- Economic Studies, Foreign Policy, Global Economy and Development, Governance Studies, and Metropolitan Policy. Brookings also offers students the opportunity to intern in departments such as communications, human resources and central operations management.

Interns will have the opportunity to attend internal meetings, local think tank events, professional development workshops, and public Brookings events as well as participate on Brookings sports teams and network with other interns throughout the Institution.

Brookings offers three types of internships- paid, academic for credit, and external sponsorship. Internships are offered during the summer, fall and spring semesters. Internships are usually 10-12 weeks and located in Washington DC.

Specifically, for unpaid Internships, Brookings has partnered with several colleges, universities and external sponsors to provide students' academic credit or funding to ensure there is a purposeful learning program structured into the experience. Colleges, universities and organizations interested in providing academic credit, or providing funding through external sponsorships as part of Brookings Institution's internship program, should send an email to [internships@brookings.edu](mailto:internships@brookings.edu).

Brookings is an equal-opportunity employer that is committed to promoting a diverse and inclusive workplace. We welcome applications from all qualified individuals regardless of race, color, national origin, gender, sexual orientation, age, religion, physical or mental disability, marital status, veteran status, or other factors protected by law. To learn more, see our [Statement on Diversity and Inclusion](#).

Because of recruiting volume, we can only accept applications for internships that are currently open and only those applicants who are selected for further discussions will be contacted. Information from <http://bit.ly/2bHNUJA>

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### **Organizational Contact**

#### **List of internships:**

<https://interns-brookings.icims.com/jobs/search?ss=1&hashed=-435682078>

Jobs, Fellowships, Internships  
202.797.6210

[hrjobs@brookings.edu](mailto:hrjobs@brookings.edu)



## **Carnegie Endowment for International Peace**

<http://carnegieendowment.org/>

1779 Massachusetts Ave

Washington, DC 20036

**Internship:** Yes    **Research:** Yes

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The **Carnegie Endowment for International Peace** is a unique global network of policy research centers in Russia, China, Europe, the Middle East, India, and the United States. Our mission, dating back more than a century, is to advance the cause of peace through analysis and development of fresh policy ideas and direct engagement and collaboration with decision makers in government, business, and civil society. Working together, our centers bring the inestimable benefit of multiple national viewpoints to bilateral, regional, and global issues.

Information from: <http://carnegieendowment.org/about/>

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### **Organizational Contact**

Internship opportunities are found under employment:

<https://carnegieendowment.applicantpro.com/jobs/>

## Center for American Progress

<https://www.americanprogress.org/>

1152 15th Street, NW  
Suite 950  
Washington, DC 20005

**Internship:** Yes    **Research:** Yes

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### Our mission

The **Center for American Progress** is an independent nonpartisan policy institute that is dedicated to improving the lives of all Americans, through bold, progressive ideas, as well as strong leadership and concerted action. Our aim is not just to change the conversation, but to change the country.

### Our values

As progressives, we believe America should be a land of boundless opportunity, where people can climb the ladder of economic mobility. We believe we owe it to future generations to protect the planet and promote peace and shared global prosperity. And we believe an effective government can earn the trust of the American people, champion the common good over narrow self-interest, and harness the strength of our diversity.

### Our approach

We develop new policy ideas, challenge the media to cover the issues that truly matter, and shape the national debate. With policy teams in major issue areas, CAP can think creatively at the cross-section of traditional boundaries to develop ideas for policymakers that lead to real change. By employing an extensive communications and outreach effort that we adapt to a rapidly changing media landscape, we move our ideas aggressively in the national policy debate.

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## Organizational Contact

Internships can be found at:

<https://www.americanprogress.org/about/internships/>

## Center for a New American Security

<https://www.cnas.org/>

Center for American Progress  
1333 H Street NW, 10th Floor  
Washington, D.C., 20005

**Internship:** Yes    **Research:** Yes

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### About CNAS

***Bold. Innovative. Bipartisan.***

The Center for a New American Security (CNAS) is an independent, bipartisan, nonprofit organization that develops strong, pragmatic, and principled national security and defense policies. CNAS engages policymakers, experts, and the public with innovative, fact-based research, ideas, and analysis to shape and elevate the national security debate. A key part of our mission is to inform and prepare the national security leaders of today and tomorrow.

CNAS performs groundbreaking research and analysis to shape and elevate the national security and foreign policy debate in Washington and beyond. Our dynamic research agenda is designed to shape the choices of leaders in the U.S. government, the private sector, and society to advance U.S. interests and strategy.

We have a track record of attracting the best and brightest scholars and practitioners to lead our research programs, and our board members, founders, leaders, scholars, and interns have held or gone on to prominent positions in the U.S. government, at the departments of Defense and State, the White House, and the Central Intelligence Agency as well as in Congress and the private sector. As a result, we benefit from a strong network of supporters in all corners of the policymaking community.

CNAS is located in Washington and was established in 2007 by co-founders Dr. Kurt M. Campbell and Michèle A. Flournoy. Since the Center's founding, our work has informed key U.S. strategic choices and has been acted on by Republican and Democratic leaders in the executive branch and on Capitol Hill.

CNAS is a 501(c)3 tax-exempt nonprofit organization. Our research is independent and non-partisan. CNAS does not take institutional positions on policy issues, and all views, positions, and conclusions expressed in our publications should be understood to be solely those of the authors.

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### Organizational Contact

Internships available: <https://www.americanprogress.org/about/internships/>

202.457.9400

info@cvas.org

## **Truman Center for National Policy**

<http://trumancenter.org/>

1250 I Street NW, Suite 500

Washington, DC 20005

**Internship:** Yes    **Research:** Yes

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We are a nationwide community, forged in the aftermath of 9/11, fighting for America's promise on the battlefield, along the campaign trail, and in the halls of government.

Truman unites more than 1,500 veterans, frontline civilians, policy experts, and political professionals with a shared worldview: America is strongest when we utilize all of our tools – defense, diplomacy, development, and democracy – to engage the challenges and opportunities of the 21st century.

Through policy innovation and political advocacy at the local and national level, we bring talented leaders together to fight for that worldview. Information from:

<http://trumancenter.org/about/about-us/>

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### **Organizational Contact**

Internships found at:

<http://trumancenter.org/about/jobs-and-internships/internships/>

## Center for Strategic and International Studies

[www.csis.org](http://www.csis.org)

1616 Rhode Island Avenue, NW

Washington, DC 20036

**Internship:** Yes    **Research:** Yes

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Established in Washington, D.C. over 50 years ago, the Center for Strategic and International Studies (CSIS) is a bipartisan, nonprofit policy research organization dedicated to providing strategic insights and policy solutions to help decision-makers chart a course toward a better world.

CSIS offers full and part-time internships in the fall, spring, and summer for undergraduates, advanced students, and recent graduates who are interested in gaining practical experience in public policy.

### Eligibility

- Must be at least a college junior in good standing, an advanced student or a recent graduate.
- Must have at least a 3.0 GPA (on a 4.0 scale) or equivalent from a non-U.S. institution.
- Must be eligible to work in the United States.

### Application Deadlines

CSIS accepts applications on a rolling basis for every position listed on our career page. The listing will be available until the hiring manager for the open position has found an applicant to fill the position, or the hiring manager has received more than enough qualified applications and has started the interview stage of the hiring process.

CSIS only accepts applications sent electronically through the online applicant tracking system. We do not accept direct mailings or in-person paper submissions. To apply for an internship, go to <https://csiscareers.silkroad.com/>.

Many of our internships are unpaid; however, we do have some stipends that we award each semester based on an applicant's demonstrated financial need. After you have been awarded an internship you must complete the financial aid questions listed on the application in order to be considered for a stipend. Disclosure of this information is voluntary and will be kept strictly confidential. Information from: [www.csis.org](http://www.csis.org)

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### Organizational Contact

Internship opportunities:

<https://www.csis.org/about-us/internships>

## Council on Foreign Relations

<http://www.cfr.org/>

New York Office  
The Harold Pratt House  
58 East 68th Street  
New York, NY 10065  
Tel. +1.212.434.9400

Washington Office  
1777 F Street, NW  
Washington, DC 20006  
Tel. +1.202.509.8400

**Internship:** Yes    **Research:** Yes

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Mission Statement:

The Council on Foreign Relations (CFR) is an independent, nonpartisan membership organization, think tank, and publisher dedicated to being a resource for its members, government officials, business executives, journalists, educators and students, civic and religious leaders, and other interested citizens in order to help them better understand the world and the foreign policy choices facing the United States and other countries.

Internships:

The Council on Foreign Relations' Internship Program offers outstanding volunteer opportunities for college students and graduate students focusing on international relations and who are pursuing a career in foreign policy or a related field.

Volunteer interns are recruited year-round on a semester basis to volunteer in both the New York and Washington, DC, offices, and all volunteer internships are filled on a rolling basis. An intern's volunteer duties generally consist of program coordination, research, editing, and writing. The volunteer internships are unpaid.

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### Organizational Contact

[http://www.cfr.org/about/career\\_opportunities/internships.html](http://www.cfr.org/about/career_opportunities/internships.html)

How to apply:

[http://www.cfr.org/about/career\\_opportunities/apply.html](http://www.cfr.org/about/career_opportunities/apply.html)

## **Freedom House**

<https://freedomhouse.org/>

Freedom House National Headquarters  
1850 M Street NW, Suite 1100  
Washington, District of Columbia 20036

Internship: Yes    Research: Yes

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Freedom House is an independent watchdog organization dedicated to the expansion of freedom and democracy around the world.

We analyze the challenges to freedom, advocate for greater political rights and civil liberties, and support frontline activists to defend human rights and promote democratic change. Founded in 1941, Freedom House was the first American organization to champion the advancement of freedom globally.

We recognize that freedom is possible only in democratic political environments where governments are accountable to their own people; the rule of law prevails; and freedoms of expression, association, and belief, as well as respect for the rights of minorities and women, are guaranteed. More than 2.5 billion people live in countries that Freedom House designates “Not Free,” more than a third of the globe’s population.

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### **Organizational Contact**

Internships can be found at:  
<https://freedomhouse.org/content/career-opportunities>  
Phone: 202-296-5101  
[info@freedomhouse.org](mailto:info@freedomhouse.org)

## Fund for Peace

<http://global.fundforpeace.org/index.php>

1101 14<sup>th</sup> Street, NW, Suite 1020  
Washington, DC 20005

**Internship:** Yes    **Research:** Yes

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The Fund for Peace is an independent, nonpartisan, 501(c)(3) non-profit research and educational organization that works to prevent violent conflict and promote sustainable security. We promote sustainable security through research, training and education, engagement of civil society, building bridges across diverse sectors, and developing innovative technologies and tools for policy makers.

A leader in the conflict assessment and early warning field, the Fund for Peace focuses on the problems of weak and failing states. Our objective is to create practical tools and approaches for conflict mitigation that are useful to decision-makers.

Do you have an interest in conflict early warning, peace building, security, and human rights? Are you a current graduate or undergraduate student (or a recent graduate) seeking experience in the NGO sector? The Fund for Peace offers internships in its Washington, D.C. headquarters every semester. Internships vary in duration and are flexible to fit in with study. Interns are given great responsibility to manage their own projects and conduct their own research. Interns are given significant responsibility and are provided with practical experience in the international relations field with excellent work experience and exposure to international and NGO communities.

For current internship postings and deadlines, please visit our page on Idealist.org.

Apply online **HERE**.

What kind of responsibilities do Interns have?

Intern responsibilities can include:

- Conflict analysis
- Researching and writing articles and reports
- Assisting with editing and proofreading
- Monitoring and updating essential country-specific data
- Providing support to The Fund for Peace's public events
- Attending conferences and roundtables on behalf of The Fund for Peace

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### Organizational Contact

<http://global.fundforpeace.org/internships>

202-223-7940



## **Middle East Institute**

<http://www.mei.edu/>

1319 18<sup>th</sup> Street NW

Washington, DC 20036

**Internship:** Yes    **Research:** Yes

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Founded in 1946, the Middle East Institute is the oldest Washington-based institution dedicated solely to the study of the Middle East. Its founders, scholar George Camp Keiser and former U.S. Secretary of State Christian Herter, laid out a simple mandate: “to increase knowledge of the Middle East among the citizens of the United States and to promote a better understanding between the people of these two areas.”

MEI has earned a reputation as an unbiased source of information and analysis on this critical region of the world, a reputation it has meticulously safeguarded since its creation. Today, MEI remains a respected, non-partisan voice in the field of Middle East studies.

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### **Organizational Contact**

<http://www.mei.edu/internships>

To apply for an internship, please send the items below in PDF format to Carly Puzniak at [internships@mei.edu](mailto:internships@mei.edu). Format the email's subject according to the following model: Last Name- Fall Internship Application. Please note that due to the large volume of applicants, only those selected for an interview will be contacted.

1. Cover letter
2. Resume
3. One professional and two academic references (contact information only; no letters, please)
4. Five-page (maximum), double-spaced writing sample on a topic relevant to current events in the Middle East
5. College transcript (unofficial preferred).

## **National Democratic Institute for International Affairs**

National Democratic Institute  
455 Massachusetts Ave, NW, 8th Floor  
Washington, DC 20001-2621  
[www.ndi.org](http://www.ndi.org)

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The National Democratic Institute is a nonprofit, nonpartisan, nongovernmental organization working to support and strengthen democratic institutions worldwide through citizen participation, openness and accountability in government.

Since its founding in 1983, NDI has worked with local partners in 132 countries and territories, bringing together individuals and groups to share ideas, knowledge, experiences and expertise. Partners receive broad exposure to best practices in international democratic development that can be adapted to the needs of their own countries. NDI's multinational approach reinforces the message that while there is no single democratic model, certain core principles are shared by all democracies.

The Institute's work upholds the principles enshrined in the Universal Declaration of Human Rights. It also promotes the development of institutionalized channels of communications among citizens, political institutions and elected officials, and strengthens their ability to improve the quality of life for all citizens.

The National Democratic Institute offers paid internship opportunities for undergraduate and graduate students — as well as young professionals — from diverse backgrounds who want to learn about international development focused on democracy and governance. NDI provides young leaders with an opportunity to better understand how the Institute's programs are designed, implemented, and evaluated.

Internships typically last for three to six months. Interns who already possess a bachelor's degree are referred to as Project Assistants (PAs).

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### **Organizational Contact**

<https://www.ndi.org/internships>

202.728.5500

## The Stimson Center

[www.stimson.org](http://www.stimson.org)

1211 Connecticut Ave NW  
8th Floor Washington, DC 20036

**Internship:** Yes    **Research:** Yes

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The Stimson Center is a nonpartisan policy research center working to solve the world's greatest threats to security and prosperity. Think of a modern global challenge: refugee flows, arms trafficking, terrorism. These threats cannot be resolved by a single government, individual, or business. Stimson's award-winning research serves as a roadmap to address borderless threats through collective action. Our formula is simple: we gather the brightest people to think beyond soundbites, create solutions, and make those solutions reality. We follow the credo of one of history's leading statesman, Henry L. Stimson in taking, "pragmatic steps toward ideal objectives." We are practical in our approach and independent in our analysis. Our innovative ideas change the world.

The Stimson internship program offers a professional and educational experience in discovering the way in which non-profit organizations can contribute to the understanding of issues in **international peace and security**. Stimson offers unique internship opportunities based on the values of education, professionalism, and practical experience.

Based on Stimson's commitment to professional development, expectations for interns are high. In return, interns can expect a challenging environment which will prepare them for full time employment in a professional setting.

Internships are volunteer experience only. **All internships are unpaid (transportation may be reimbursable.) Applicants must be able to live and work legally in the United States.**

Generally, internship applications are posted for three cycles: fall, winter/spring, and summer.

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### Organizational Contact

<https://www.stimson.org/internships>

## **Washington Institute for Near East Policy**

<http://www.washingtoninstitute.org/>

1111 19<sup>th</sup> Street NW

Suite 500

Washington, DC 20036

**Internship:** Yes    **Research:** Yes

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The mission of The Washington Institute is to advance a balanced and realistic understanding of American interests in the Middle East and to promote the policies that secure them.

Since its founding in 1985, The Washington Institute has served as a training ground for future policymakers in both Democratic and Republican administrations. During its quarter-century history, an impressive array of talented scholars has been associated with the Institute. They have gone on to join government and help shape American foreign policy in the Middle East. At the same time, upon completion of their public service, some of the best minds from government are attracted to the Institute. This exchange of ideas and people with the executive branch is very much a part of The Washington Institute's effectiveness.

The Institute's prestigious intern and research assistant programs also provide a pathway for college graduates and graduate students to begin the transformation from young scholar to promising analyst and future policymaker. The Institute is proud of its interns and research assistants -- many of whom go on to serve in government and make their own contributions in the policy world.

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### **Organizational Contact**

<http://www.washingtoninstitute.org/about/employment>

202-452-0650

# **International**

## U.S. Embassy, Dublin, Ireland

ie.usembassy.gov

42 Elgin Road

Ballsbridge

Dublin 4

**Internship:** Yes    **Research:** Yes

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The Embassy of the United States of America has its facility in Dublin at 42 Elgin Road, Ballsbridge, Dublin 4. Follow link to [Contact US](#) for instructions on how to find the Embassy. Under the leadership of the Ambassador, the Embassy provides a number of services to Americans, Irish and other international people:

- Provides documentary assistance and services to ensure the security and well-being of U.S. citizens in Ireland, and grants visas to Irish citizens and other foreign nationals.
- Explains and advocates the position of the United States Government and its citizens on bilateral and multi-lateral political, economic and social issues.
- Reports to the United States Government Irish views on issues affecting American interests.
- Promotes the expansion of American exports in Ireland, advocates open markets, and assists American businesses in establishing commercial links in Ireland and the EU.
- Facilitates cultural and educational exchange between the United States and Ireland.

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### Organizational Contact

[https://ie.usembassy.gov/embassy/jobs/working-in-the-us/?\\_ga=1.120701768.1525532005.1488922090](https://ie.usembassy.gov/embassy/jobs/working-in-the-us/?_ga=1.120701768.1525532005.1488922090)

## Friends of the Earth Middle East

<http://www.foeme.org/www/?module=home>

**Internship:** Yes    **Research:** Yes

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### **EcoPeace Middle East (formerly Friends of the Earth Middle East (FoEME))**

EcoPeace Middle East is a unique organization that brings together Jordanian, Palestinian, and Israeli environmentalists. Our primary objective is the promotion of cooperative efforts to protect our shared environmental heritage. In so doing, we seek to advance both sustainable regional development and the creation of necessary conditions for lasting peace in our region. EcoPeace has offices in Amman, Bethlehem, and Tel-Aviv.

#### **I. Goal**

The EcoPeace internship is an opportunity for high-caliber international students and young professionals to gain first-hand experience in the emerging field of environmental peacemaking, as well as providing support for EcoPeace's ongoing projects and programs.

#### **II. Duration of Internship**

- A 3 month commitment is required with preference given to longer commitments. Applicants should be aware that the standard tourist visa given upon arrival is three months. EcoPeace is unable to assist with visas for internship applicants.
- Applications are reviewed on a rolling basis.

#### **III. Requirements**

- Internship schedules are determined upon availability, at least 2 to 3 days a week are expected.
- Completion of Bachelor's Degree, or in the last year of receiving this degree, or two years of work experience
- Strong English writing skills, Arabic and/or Hebrew are an advantage
- Interns are required to supply their own laptop computers (adaptors etc.)
- All interns are required to hold valid health insurance for the duration of their internship.
- Interns applying for a post at the **BETHLEHEM OFFICE**, for any period, but especially if exceeding 3 months, **need to secure their visa for the whole duration before arriving to Palestine.**

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### **Organizational Contact**

[http://foeme.org/www/?module=pages&sub\\_module=interns](http://foeme.org/www/?module=pages&sub_module=interns)

## **Shatil**

<http://english.shatil.org.il/>

**Internship:** Yes    **Research:** Yes

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Shatil, the operating arm of the New Israel Fund, strengthens the forces building a just, democratic and shared society in Israel.

We aspire toward a society based on equality of all citizens and residents of Israel – a society that believes in the principles of social and economic justice and works to achieve them; a society that promotes human and civil rights, respects religious and cultural differences, and recognizes the importance of a truly shared society.

With three centers throughout Israel and a multi-lingual, multi-cultural staff, Shatil has dramatically altered Israel's civil society landscape, reaching out to disenfranchised and disempowered communities and touching the lives of thousands upon thousands. Shatil promotes a broad strategic agenda aimed at creating sustainable change for the common good. Shatil is uniquely positioned to influence policy by spearheading national advocacy campaigns, building effective coalitions, building leadership, and strengthening organizations who share the vision of a just and equitable Israel.

- **Democracy:** Shatil is invested in safeguarding Israeli democracy, paying a special emphasis to combating anti-democratic legislation and promoting democratic participation.
- **Social Justice:** Shatil's Social Justice Initiative combats poverty and reduces social-economic gaps.
- **Racism and Shared Society:** Shatil works to combat racism and to advance the creation of a shared society – a society based not only on coexistence and mutual tolerance, but one in which all groups feel a sense of ownership.
- **Religious Freedom:** Shatil's strengthens the capacities of pluralist organizations, communities and coalitions, provides alternatives to the ultra-Orthodox rabbinate on issues of personal status, and fights against the ongoing exclusion of women from the public sphere.
- **Israeli Arabs:** Shatil works to promote equality in resource allocation and opportunity for Arab and Jewish citizens of Israel alike.

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### **Organizational Contact**

<http://english.shatil.org.il/take-action/volunteer/>