



# VACANCY ANNOUNCEMENT

The American Embassy in Luxembourg is looking for

## Student Interns

### U.S. Department of State Student Internship

The U.S. Department of State Student Internship Program is an unpaid internship, for which you might be eligible to earn college credit, with the opportunity to work in U.S. Embassies throughout the world, as well as in various bureaus located in Washington, D.C. This program is designed to provide substantive experiences in a foreign affairs environment. The U.S. Mission to Luxembourg encourages qualified applicants to apply and consider an internship with us!

While the duties of U.S. Department of State Student Internship Program participants vary from bureau to bureau, office to office, and embassy to embassy, it is not uncommon for these students to:

- Participate in meetings with senior-level U.S. Government or foreign government officials
  - Draft, edit, or contribute to cables, reports, communications, talking points, or other materials used by policymakers in furthering U.S. foreign policy objectives
  - Support events, including international and/or multilateral meetings and conferences
- or
- Engage directly with U.S. audiences in helping to explain the work of the Department of State or foreign audiences in helping to promote U.S. foreign policy and improve understanding of U.S. culture and society

### Eligibility Requirements

To be eligible for the U.S. Department of State Student Internship Program, you must:

- Have U.S. citizenship
- Have a minimum 3.0 GPA
- Successfully complete a background investigation
- Be able to receive either a Secret or Top Secret clearance
- You may be subject to random drug testing.

Furthermore, you must be:

- A student. This means you have been accepted for enrollment, or are enrolled as a degree-seeking student in an accredited college or university

- A full- or part-time continuing college or university junior, or graduate student (including graduating seniors intending to go on to graduate school). An applicant is considered a junior if he/she will have completed all sophomore credits (60 or more hours or 90 quarter hours) by the time the internship begins and will be entering at least the junior year immediately upon completion of the internship.

**IMPORTANT:** You are eligible to apply for the Department's unpaid internship program if you have not yet completed your registration at a college or university for graduate or post-graduate studies (including law school) or are awaiting an admissions determination for graduate or post-graduate studies (including law school). However, if selected for an internship, you must provide proof that you have registered, or have been accepted for enrollment for studies in the semester or quarter immediately following the internship before you can begin your internship.

We seek a broad range of academic majors; in fact, regardless of your major there's an opportunity for you.

For overseas assignments, applicants must present evidence of medical insurance coverage. All students must be available to begin their internship within the appropriate application timetable.

For more information and to apply please visit: <https://careers.state.gov/intern/student-internships>