



## **Internship Opportunities: Publications Office (IIP/PUB)**

One internship is available in Washington, D.C., in the Bureau of International Information Programs (IIP), Publications Office, during select semesters. To apply you must:

- Submit your application through the U.S. Department of State Internship program
- Meet the Department's deadlines (Fall Semester: March 1, Spring: July 1 Summer: November 1 – please confirm the dates on the website); and
- Specify IIP/PUB on your Statement of Interest.

### **What is the Bureau of International Information Programs?**

The U.S. Department of State's Bureau of International Information Programs (IIP) uses a multimedia approach to engage international audiences on important foreign policy issues and explain the core values that underlie U.S. policies. IIP communicates with foreign opinion makers and web-savvy audiences through a wide range of print and electronic outreach materials published in English, Arabic, Chinese, French, Persian, Russian and Spanish. The Bureau also provides support to U.S. embassies and consulates in more than 140 countries worldwide. IIP is one of three bureaus reporting the Under Secretary for Public Diplomacy and Public Affairs.

### **What does IIP/PUB do?**

Each year, IIP's Publications Office produces 40-50 offerings in a variety of formats including print publications, eJournal USA, poster shows, and multimedia products such as music CD's power points and Flash slide shows. Our products for an international audience are used by U.S. embassies worldwide, and appear on IIP's [America.Gov](http://America.Gov) website. They are routinely translated into several languages including Arabic, Chinese, Spanish and Russian.

### **What would I do at IIP/PUB?**

Duties for our Washington-based interns are similar in nature to those of an entry-level professional. An internship with IIP/PUB provides you with first-hand experience in online journalism and publishing. You may be asked to research, generate and publish materials for eJournal USA and other Publications on American culture, values and policy. You will edit and proofread your colleagues' publications. You will produce bi-weekly Article Alerts on select news media for the embassies. You may be asked to produce PowerPoint presentations. In addition to writing, you may have the opportunity to generate visual materials such as photo galleries.

### **What would I get out of an internship in IIP/PUB?**

You will gain experience in writing, editing, and publishing. Some articles may carry the author's byline, allowing you to build a portfolio of published written work. Working at IIP/PUB, you also will gain a deeper understanding of U.S. foreign policy and the role effective public diplomacy plays in advancing foreign policy objectives.