Fall 2019 Research Assistant Internship Openings

The Woodrow Wilson International Center for Scholars is looking for qualified students (advanced undergraduate or graduate) interested in being part-time research assistant interns in the Fall 2019 semester. An intern typically works 12-15 hours a week per scholar (The number of hours can be adjusted accordingly to fulfill academic requirements).

In support of the scholars, scholar interns spend much of their time searching for information using online academic databases or other publications. Other duties also include proofreading, editing, critiquing, checking references, compiling bibliographies, writing literature reviews, summarizing research materials, locating inter-library loan materials, and helping with software or presentations. There may be some administrative tasks involved like copying or filing, but such tasks will be limited. Consequently, a strong sense of responsibility and the ability to work with minimum supervision are strong assets. Foreign language skills are sometimes useful, but are not required.

In addition, this program seeks to further the agency’s mission by providing the recipient with an introduction to the relationship between the world of learning and the world of public affairs. The recipients, as future scholars and/or leaders, will be afforded the opportunity to experience first-hand the importance of engaging academics and public servants toward a common purpose. It is hoped that these opportunities to work with distinguished scholars and practitioners will add a valuable practicum experience to one’s classroom training.

The priority deadline is July 21, 2019. Internship positions are open until filled so applying early is strongly encouraged. All applications will be forwarded to our internship coordinator.


Alexander Bick, Research Scholar, Kissinger Center for Global Affairs, Johns Hopkins School of Advanced International Studies. “Quagmire: Russia and the Evolution of U.S. Policy in Syria.” (Russian or Arabic)

Stuart Brotman, Howard Distinguished Endowed Professor of Media Management and Law and Beaman Professor of Journalism and Electronic Media, University of Tennessee, Knoxville. “U.S. Digital Data Privacy Protection at the Crossroads: Developing a Workable National Policy and Legal Framework.” (Journalism. Law, and Communications)

John Dale, Associate Professor of Sociology, George Mason University. “Outsmarting Ourselves? The Digital Transformation of Human Rights.”

Christina Ewig, Professor of Public Affairs, University of Minnesota, Twin Cities. “Making Substantive Democracy: Women’s and Ethnoracial Representation in Latin America.” (Spanish)

Haleh Esfandiari, Former Director, Middle East Program. Writing a book about women in Qajar, Iran during the nineteenth century. (Persian)
Michael Gordin, Professor of History, Princeton University. “The Perestroika of Global Science.” (Russian)

Berenice Guyot-Rechard, Lecturer (Assistant Professor) in 20th Century International History, King’s College London, United Kingdom. “Governing the Sea: Indian Ocean Geopolitics and the Challenge of Maritime Governance, 1945-1990.” (Swahili or Hindi)

Kent Hughes, Former Director, Program on America and the Global Economy, Woodrow Wilson Center. Working on a research project about labor force development in the Middle East.

Willow Lung Amam, Assistant Professor of Urban Studies and Planning, University of Maryland, College Park. “The Right to Suburbia: Redevelopment and Resistance on the Urban Edge.” (Spanish)


William B. Milam, Former Senior Foreign Service Officer and U.S. Ambassador in West Africa and South Asia. “Post-Musharraf Pakistan and Back to Square One in Bangladesh.”

David Ottaway, Former Washington Post Correspondent. “Revolution and Counterrevolution in the Arab World.” (Arabic)

Marvin Ott, Adjunct Professor, Johns Hopkins University; Former Professor of National Security Policy, National War College and Deputy Staff Director, Senate Select Committee on Intelligence. “Malaysian Foreign and Security Policy” and “Issues in Southeast Asian Security.”

Michael Penfold, Professor of Political Science, Instituto de Estudios Superiores de Administración (IESA) Business and Public Policy School, Venezuela. “The Military in Hybrid Regimes: Venezuela in Comparative Perspective.” (Spanish)

Nita Rudra, Professor of Government, Georgetown University. “Globalization and the Politics of the Informal Sector.”


The following reading and writing foreign language skills are useful and applicants should indicate their level of proficiency on the application form:
Arabic, Danish, Hindi, Norwegian, Persian, Portuguese, Russian, Spanish, Swahili

The WWICS Internship Application Form and detailed instructions can be found at: http://www.wilsoncenter.org/research-assistant-internships

The application materials consist of:
- a completed WWICS Internship Application Form
- Cover Letter (indicating academic interests or areas of interest)
- Current Resume (indicating relevant coursework)
- 3-to-5 page Writing Sample or excerpt of a recent research paper with separate Works Cited page
- 2 Letters of Recommendation (do not have to be sealed by recommender); highlighting writing, research, and/or language skills would be helpful; *if you don’t have recommendation letters readily available, please include three references
- Transcripts (unofficial copies are acceptable)

Please submit your application materials in ONE COMPLETE package via email to Elinor Harty at internships@wilsoncenter.org.

Website: www.wilsoncenter.org/internships

Please Note:

- Most interns are unpaid and doing an internship for academic credit. However, a modest metro stipend may be available if the student is not receiving academic credit.
- Because of the large number of applicants, only those selected for an interview will be contacted. Please do not contact to confirm the receipt of your application. If you would like to confirm the receipt of your application, please mail it with a tracking number, delivery confirmation, or email read receipt.
- Interviewed candidates will be contacted within approximately 4-6 weeks of the prescribed deadline. However, we may receive last minute intern requests from other scholars.
Research Assistant Internship Application Form

Please complete this form and send it with your resume, cover letter, 3-to-5 page writing sample, 2 letters of recommendation, and transcripts.

| Full Legal Name: |
| Current address: Until (date): |
| Permanent address: |
| School email: Alternate email: |
| Cell phone: Home phone: |
| Academic institution: Degree type: |
| Year in school: Graduation date: |
| Major: GPA: Minor: GPA: |
| Cumulative GPA: |
| Availability dates for internship, start and end: |
| Country of Citizenship: |
| Visa status (if not U.S. Citizen): |

*International students must include a work authorization letter from their Designated School Official or Responsible Visa Officer at their university stating that they are in valid immigration status and eligible to work.*

| Are you a participant in a “Washington semester program” through your university or career office? (Please specify program). |
| Will you be receiving academic credit for the internship? |
| Specify the number of hours available per week to assist scholar: |
| Have you applied to other WWICS internships? (Please specify). |
| Note: To apply for a program/staff internship position, you would have to apply directly to an office. |

The WWICS greatly values research abilities. Please name three news/information sources—newspapers, magazines, periodicals, or web—that you have used in your school work:

Please list languages (written and spoken) and level of proficiency (basic, intermediate, or advanced):

Please give a brief (1-to-3 paragraph) description of your motivation for applying:

To assist us in matching your academic interests with those of our scholars, please list 3 research areas (by region or topic) that most interests you:

Please note briefly any other points you would like to consider (like the particular scholars who you would like to work with):