



The 1990 Institute is Seeking Qualified Interns for Fall 2020 Virtual Internships

About Us

The 1990 Institute is a 501(c)(3) nonpolitical, nonprofit organization based in San Francisco, CA. Founded 30 years ago, the 1990 Institute's mission is to promote the development of a constructive relationship between the U.S. and China and to champion fair and equal treatment for Asian Americans. We plan to do this through leadership, education, and collaboration.

About the Internship Experience

- Ongoing, starting September 2020
- Period of Internship: 3+ months, by mutual agreement
- Hours per Week: 5-15 hours, by mutual agreement
- Compensation: Based on relevant skill level, experience, and interest. From unpaid up to \$16.50/hour
- Course Credit: If agreed upon with your college or university

You can expect to engage in or assist with some of the following activities:

- General research related to our programs and events
- Developing and curating content for our website and reference library
- Research and writing related to development/fundraising
- Creating and editing multimedia content, such as videos and social media apps
- Event coordination and logistical duties
- Research or assistance related to our marketing or social media campaigns
- Technical assistance with operations
- And more!

Qualifications

- Be a student or recent graduate of an accredited college or university
- Maintain an overall GPA of 3.0 or higher
- Major in Asian/Chinese studies, ethnic studies, international relations, English, journalism, marketing, communications, or another related area
- Have a strong interest in Asian American issues and/or U.S.-China relations
- Have the ability to work independently as a member of a team
- Need strong research, writing, and editing skills; excellent attention to detail; flexibility with handling diverse tasks, and the ability to meet tight deadlines
- **Note:** This is a virtual internship. Applicants are responsible for providing their own computer

Application Instructions

Send an email with the subject line "2020 Internship" to contact@1990institute.org. Please attach a Cover Letter to your email indicating your interest and qualifications or skills from the list above, the days/hours you're available, and any special skills, interests, languages, etc. Please include your Resume/CV in the attachment. Thank you for your interest.

Please visit us at www.1990institute.org for more information about our organization.