



Director Larry Birns
1250 Connecticut Ave, N.W.
Suite 1C Washington, D.C. 20036, USA
T: (202) 223-4975

COHA Internship Application

Personal Information

Name:

Date:

Email:

Primary Phone Number:

Secondary Phone Number:

Home Address:

Education

College:

Graduate Undergraduate

Major(s):

Minor(s):

Year of Graduation:

Language Skills:

Internship Information

Start Date:

End Date:

Summer Internships—14 weeks; remainder of year—18 weeks.

Days and hours you are available to work at COHA:

Will you be gaining academic credit for your internship? Yes No

All interns will also be Research Associates and will write for COHA, however, each intern is required to take on various tasks. Rank your top three choices for administrative positions, 1 being your first choice. Be sure to read position descriptions carefully on our website under “Internships.”

Intern Coordinator

Mailing List Manager

Promoter (Intern Articles)

Washington Report on the Hemisphere (WRH) Managing Editor

WRH Subscription Manager

Extramural Coordinator (Manages articles written by those not in the office)

Fundraising/Grant Committee

IT Manager (Manages COHA’s Online Presence)

Press Manager (COHA in the Public Arena)

Social Media Manager

