



AmCham France Policy Intern

As the **Policy Intern** at [AmCham](#) France, starting on 4 September 2017, you will play a key role within the team responsible for our publications

What you tell your friends you do? "I'm the go-to reference for French-US public policy matters."

What you will really be doing

- Positioning the Chamber as a leading voice in policy discussions on France's attractiveness and transatlantic economy.
- Listening to the concerns of our member companies through policy group meetings.
- Drafting policy recommendations for the French Government.
- Writing policy flashes and email newsletters on relevant French or US policy topics.
- Organizing high-level events and meetings with key decision makers and influencer
- Delivering quality work, which is easily maintainable and future-proof.

How will you be doing this?

- You will stay on top of policy developments by monitoring social and traditional media.
- You will find and share information on US and French public policy from a variety of sources.
- You will attend events and meeting and write minutes or key takeaways.
- You will pro-actively gather feedback from our members and use it to inform your work.
- You will collaborate closely with our policy and communications teams to deliver great content.

What we have worked on last semester

We've been busy drafting our platform of messages for the new French Government, deciphering the French elections and the latest policy developments in the U.S.

Required experience & skills

- You have excellent writing, research and analytical skills.
- You have a background in business/economics, policy, international relations or related field.
- English is your mother tongue; and you have a knowledge of French.
- You take pride in what you do and welcome feedback.
- Like our mascot the bald eagle, you pay great attention to detail.

We offer

- A 6-month internship contract with remuneration (monthly wage ≈ 540 EUR).
- The opportunity to have your writing read by hundreds, if not thousands, of people.
- The chance to meet and interact with our high-level business and political contacts.
- An office in the heart of Paris, so there's plenty to do when you're not at work.
- You will be working in a dedicated and international team.

When and how you will apply

- Deadline is close of business on **30 June 2017**.
- Please **email** your CV / cover letter to our Policy Director tanguy.marziou@amchamfrance.org
- Official placement agreement ("Convention de Stage") required.

We will interview the week of 3 July, although selected candidates may be invited for an interview earlier. All selected candidates will be tested on their knowledge and skills.