



**ALA Summer Internships in the U.S.
Internship Profiles
2022**

Central & East European Coalition (CEEC) and Baltivist

Embassy of the Republic of Latvia to the United States of America

Investment and Development Agency of Latvia (LIAA)

Joint Baltic American National Committee (JBANC)

Latvian American Chamber of Commerce (LACC)

Latvian Center Gaŗezers

Latvieŗu fonds / Latvian Foundation



Central & East European Coalition (CEEC) and Baltivist

<http://ceecadvocacy.org> and <http://baltivist.com>

Field(s)/Department(s): **Political analysis; Event planning; Communications**

Description of duties: **The intern will participate in weekly calls with CEEC member organizations. During these meetings, CEEC members analyze political developments, organize events, and compose statements, letters, and policy positions. The intern will gain valuable insights into how ethnic organizations work together to advance their interests on Capitol Hill, the White House, and executive agencies. Additionally, the intern will participate in community outreach efforts through Baltivist.com to engage more Baltic-Americans in Baltic advocacy. The intern will develop skills useful for other organizations such as persuasive writing, coalition building, and basic web development.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):
June 7 – August 31 (Flexible based on intern's availability)

Location: **Virtual**

In Latvian or English: **English**

COVID vaccination requirements: **Not required.**

Any special requirements: **Access to the internet and Zoom.**

Mentor/supervisor: **Vytas Aukstuolis**



Embassy of the Republic of Latvia to the United States of America

<https://www.mfa.gov.lv/usa>

****MUST HAVE LATVIAN CITIZENSHIP.**

Field(s)/Department(s): **Public diplomacy; Communication; Information and policy analysis.**

Description of duties: **The intern will follow and be asked to provide summaries of relevant think-tank discussions on a range of political and economic topics. The intern will assist the Embassy's public diplomacy initiatives, and will be involved in developing social media campaigns, communication strategies, as well as planning/organizing cultural events. The intern will be asked to contribute ideas and support preparations for the 100 year anniversary of diplomatic relations between Latvia and the USA (2022). The intern may also be tasked with analyzing and following news reports that concern or are of interest to Latvia, and support the Embassy in communicating with local journalists. Additionally, the intern may be asked to support diplomats in day-to-day work on various political and economic issues.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):
June 7 – October 31 (*depending on intern's availability and security clearance*)

Location: **Virtual, with the potential to be in-person at the Embassy of Latvia, Washington DC if the security situation and guidelines from local and Latvian authorities permit.**

In Latvian or English: **Latvian would be helpful, but this internship can be offered also partially in English.**

COVID vaccination requirements: **Recommended, not required.**

Any special requirements: **Latvian citizenship; Security Clearance from Latvian authorities (this process can take up to 3 months, the Embassy will assist selected applicants).**

Mentor/supervisor: **Sarma Gintere (Third Secretary, Communications & Public Diplomacy)**



Latvijas Investīciju un attīstības aģentūra
Investment and Development Agency of Latvia

Investment and Development Agency of Latvia (San Francisco office)

www.investinlatvia.org / www.liaa.gov.lv/en

Field(s)/Department(s): **Online Marketing; Content Creation for Social Media, and other.**

Description of duties: **This is a great opportunity to learn more about Latvian and American cooperation in business. The intern will work with social media marketing, creating content and working on the marketing strategy. The ideal candidate will be someone who enjoys writing and is tech-savvy, and has interest in transatlantic business. Skills in design and video editing is an advantage.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):

June 1 – July 30

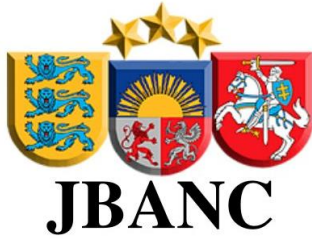
Location: **Office in San Francisco, CA; in-person.**

In Latvian or English: **English – native; Latvian knowledge is a plus.**

COVID vaccination requirements: **Recommended, not required.**

Any special requirements: **(none)**

Mentor/supervisor: **Toms Zvidrins (Head of the Representative Office in the USA)**



Joint Baltic American National Committee, Inc. (JBANC)

<https://jbanc.org>

Field(s)/Department(s): **Grassroots Outreach; Engagement with Congress, think tanks and policy makers; Social media; Data analysis and reporting.**

Description of duties: **The intern will assist with maintaining and developing new contacts with grassroots activists, congressional offices, and other key persons and institutions. This includes database management. A daily responsibility is analysis of news, events, congressional actions, and other relevant issues. There will be much focus on social media and public relations platforms, involving composing daily online posts, and writing short reports and summaries of issues that we follow. Writing and publishing skills are also important for editing monthly newsletters and in researching for larger projects.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):
June 6 – August 31.

Location: **In-person at JBANC office in Rockville, MD (virtual on occasion).**

In Latvian or English: **Some Latvian would be helpful, but this internship can be offered entirely in English.**

COVID vaccination requirements: **Highly recommended, not required.**

Any special requirements: **(none)**

Mentor/supervisor: **Karl Altau (Managing Director)**



Latvian American Chamber of Commerce (LACC)

www.LatvianChamber.com

Field(s)/Department(s): **Membership Recruitment and promotion.**

Description of duties: **The intern will assist various work group teams and board members as needed. Specifically, LACC has embarked on several 2022 strategic initiatives, including website re-development, membership recruitment and retention, social media and newsletter procedures and expansion of the global partnership network. The intern will have a chance to participate in all of these projects by providing support, research and analysis. The intern will also work closely with our Community Manager in charge of Social Media strategy. There is also an opportunity to take the lead on developing a new website focused on identifying and presenting global Latvian business resources.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):
July 5 – September 25.

Location: **Virtual. However, most of the board is located in Chicago. We have regional chapters in Boston, New York, Minneapolis, Austin, Denver and LA, so proximity to one of these locations would be helpful.**

In Latvian or English: **Some Latvian would be helpful, but this internship will be entirely in English.**

COVID vaccination requirements: **Recommended, not required.**

Any special requirements: **None.**

Mentor/supervisor: **Mikus Kins (President), and possible other board members, depending on location of intern.**



Latvian Center Garezers

www.garezers.org

Field(s)/Department(s): **Marketing**

Description of duties: **The intern will assist with all Garezers media content, which will include: a weekly story to be published in the Latvian newspaper “Laiks” with photographs, as well as updates on the Garezers website and Facebook page. Content will include stories about camp life, upcoming events, interest stories and fundraising efforts.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):
June 14 – August 8.

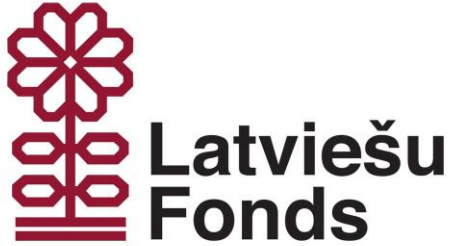
Location: **Garezers main office, Three Rivers MI; in-person.**

In Latvian or English: **Ability to speak and write in Latvian. Help will be provided for written texts.**

COVID vaccination requirements: **Recommended, not required.**

Any special requirements: **Flexible, but Communications or Marketing majors and minors preferred.**

Mentor/supervisor: **Ilēna Rusmane (Director/Administrator)**



Latviešu fonds
Latvian foundation
www.latviesufonds.com

Field(s)/Department(s): **Marketing, Website construct and content management, Social Media management**

Description of duties: **The intern will assist various work group teams and board members as needed and specifically with updating content in the newly launched website, social media management and other marketing efforts including developing materials for the Latvian Song Festival in Minnesota. The intern will have a chance to contribute to all of these projects by providing ideas, research, analysis and support. The intern will also work closely with the team to help develop and refine the social media strategy. The ideal candidate is creative, tech savvy and interested in providing ideas to the team.**

Possible timeframe (*internship should be 8 consecutive weeks during this timeframe*):
May 15 – August 3, 2022.

Location: **Virtual. We have board members in Boston, Maine, Hamilton (Canada), New York City, Chicago and Kalamazoo, Michigan. Proximity to one of these locations could be advantages for some in-person sessions, but not required.**

In Latvian or English: **Written and oral Latvian proficiency is required. Support will be provided for written text.**

COVID vaccination requirements: **Recommended, not required.**

Any special requirements: **None - but experience or interest in working with nonprofits, marketing and communication a plus.**

Mentor/supervisor: **Renate Kenney (President), and possible other board members, depending on initiative.**