

Conflict Resolution Program | Internships

Overview

War and civil strife continue to be the most significant impediments to sustainable development and basic human rights. Devastation from such conflicts has impoverished countries in every region, in many cases eroding the achievements of decades of development. The Conflict Resolution Program focuses on preventing, resolving, and ending armed conflict. Much of the program's work revolves around regularly monitoring many of the world's armed conflicts to better understand their histories, the primary actors involved, the issues presently in dispute, and efforts being made to resolve them. When a situation arises in which The Carter Center has a unique role to play, and when specific conditions have been met, the Conflict Resolution Program is directly responsible for involvement. To accomplish this, the Center works closely with representatives of international organizations, governments, and non-governmental organizations.

The Conflict Resolution Program has worked on projects in the Middle East and Africa. Currently, its primary areas of focus are Israel-Palestine, Syria, Sudan, the U.S., and Mali.

Interns selected by the Conflict Resolution Program facilitate programming in Africa and the Middle East to prevent and resolve conflicts and build sustainable peace in emerging democracies.

*Applicants to the Conflict Resolution Program may indicate in their short essay if they have a preference for a specific project.

Areas of Interest:

- General
- Sudan
- Syria
- Data Analysis
- Israel-Palestine
- STAR (Strengthening Trust and Resiliency in the U.S.)
- Mali

General

Conflict Resolution Program Intern Job Description & Desired Qualifications

Key Responsibilities:



- Newsletter creation: Develop and maintain a weekly newsletter tailored for program staff, highlighting top new stories related to your region or country of focus.
- Meeting notes: Attend weekly team meetings and take notes on action items to be circulated to meeting attendees.
- Research project: Conduct a research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.
- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Data compilation: Compile and analyze data and statistics from surveys, trackers, and other sources to track program performance and inform strategic decision-making processes.
- Event Support: Provide logistical support to program staff in organizing or hosting groups at The Carter Center.

Minimum Qualifications:

- Minimum GPA: 3.5
- Majors: International studies/development, political science, foreign language preferred, but other majors also considered.
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

Sudan

Key Responsibilities:

- Daily news updates: Develop and maintain a daily newsletter tailored for program staff, highlighting top new stories related to your region or country of focus.
- Meeting notes: Attend weekly team meetings and take notes on action items to be circulated to meeting attendees.



- Reporting: Track Youth Citizen Observer Network reports, presenting each one as it is published to the team and organizing the documents. Support team in producing donor reports as necessary.
- Research project: Conduct a research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.
- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Event support: Provide logistical support to program staff in organizing or hosting groups at The Carter Center.

Minimum Qualifications:

- Minimum GPA: 3.25
- Majors: International studies/development, political science, foreign language preferred, but other majors also considered.
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

Preferred Qualifications:

- Arabic language
- Regional interest, experience

Syria

Key Responsibilities:

- Newsletter creation: Develop and maintain a weekly newsletter tailored for program staff, highlighting top new stories related to your region or country of focus.
- Meeting notes: Attend weekly team meetings and take notes on action items to be circulated to meeting attendees.



- Research project: Conduct a research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.
- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Data compilation: Compile and analyze data and statistics from surveys, trackers, and other sources to track program performance and inform strategic decision-making processes.
- Event support: Provide logistical support to program staff in organizing or hosting groups at The Carter Center.

Minimum Qualifications:

Minimum GPA: 3.5

- Majors: International studies/development, political science, foreign language preferred, but other majors also considered.
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

Preferred Qualifications:

- Arabic language
- Regional interest, experience

Data Analysis

Key Responsibilities:

- News tracking: Track and follow news and academic publications related to your region, country, or subject of focus.
- Meeting notes: Attend and participate in weekly team meetings. Attend and take notes in external meetings with stakeholders, when advised.



- Research project: Conduct a data-driven research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.
- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Data compilation: Compile, format, and analyze data and statistics from surveys, reports, and other sources to support the maintenance of our various conflict-related datasets and analysis to inform strategic decision-making.

Minimum Qualifications:

- Minimum GPA: 3.0
- Majors: International studies/development, political science, foreign language preferred, but other majors also considered, especially in data sciences
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

Israel-Palestine

Key Responsibilities:

- Newsletter creation: Develop and maintain a weekly newsletter tailored for program staff, highlighting top new stories related to your region or country of focus.
- Meeting notes: May attend weekly team meetings and take notes on action items to be circulated to meeting attendees.
- Research project: Conduct a research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.



- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Event support: Provide logistical support to program staff in organizing or hosting groups at The Carter Center.

Minimum Qualifications:

- Minimum GPA: 3.5
- Majors: International studies/development, political science, foreign language preferred, but other majors also considered.
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

STAR (Strengthening Trust and Resiliency in the U.S.)

Key Responsibilities:

- Newsletter creation: Develop and maintain a weekly newsletter tailored for program staff, highlighting top new stories related to your region or country of focus.
- Meeting notes: Attend weekly team meetings and take notes on action items to be circulated to meeting attendees.
- Research project: Conduct a research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.
- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Data compilation: Compile and analyze data and statistics from surveys, trackers, and other sources to track program performance and inform strategic decision-making processes.
- Event support: Provide logistical support to program staff in organizing or hosting groups at The Carter Center.
- Technical support: Assist program staff with updating program websites and databases.



Minimum Qualifications:

- Minimum GPA: 3.5
- Majors: Political science, international affairs/relations, sociology, public policy, political administration, communications, international studies/development.
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

Mali

Key Responsibilities:

- Daily news updates: Develop and maintain a daily newsletter tailored for program staff, highlighting top new stories related to your region or country of focus.
- Reporting: Support the tracking and reporting of program activities and conflict-related events and trends that may impact them. Support team in producing donor reports as necessary.
- Research project: Conduct a research project, in coordination with program staff, in a format and topic that is of interest to you and beneficial to the implementation of the program.
- Meeting notes: Attend weekly team meetings and take notes on action items to be circulated to meeting attendees.
- Versatile task completion: Engage in diverse tasks encompassing complex problem-solving to basic administration, ensuring the smooth operation of program activities.
- External panel attendance: Attend and take notes on externally hosted information panels on program-area topics to share with program staff.
- Informative briefs: Research and analyze various sources of information to produce an informational brief for program staff that informs upcoming meetings, workshops, etc.
- Data compilation: Compile and support the analysis of data from surveys, trackers, and other sources to facilitate the maintenance of our various conflict-related datasets, track program performance, and inform strategic decision-making processes.
- Event support: Provide logistical support to program staff in organizing or hosting groups at The Carter Center.

Minimum Qualifications:

- Minimum GPA: 3.5



- Majors: International studies/development, political science, humanities, French preferred, but other majors also considered.
- Conversational French proficiency required.
- Exemplary organizational, task, and time management skills.
- Clear communication skills with a priority for robust, concise writing.
- Strong interpersonal skills.
- Effectiveness in utilizing various communication channels.
- Ability to be flexible and work effectively as part of a team.

Preferred Qualifications:

- Regional interest, experience