



Interns at the Council on Environmental Quality (CEQ) participate in research, data analysis, communications support, and writing assistance on a range of environmental policies and issues, including: implementation of the National Environmental Policy Act (NEPA), environmental justice, sustainability, climate change, climate adaptation and resilience, energy, public lands, water, and transportation. Through CEQ's participation in policy processes across the Federal Government, interns have the opportunity to perform diverse and substantive policy work. Duties may include but are not limited to: researching policy issues; assisting staff in drafting fact sheets, press releases, memos, presentations, and blogs; attending meetings; liaising with external stakeholders; managing projects; performing administrative tasks; and other duties as assigned. The CEQ office environment is fast paced, so accuracy and attention to detail are absolute requirements.

## THE COUNCIL ON ENVIRONMENTAL QUALITY

[The Council on Environmental Quality \(CEQ\)](#) within the Executive Office of the President coordinates the Federal government's efforts to improve, preserve, and protect America's public health and environment. CEQ, which was created in 1969 by the [National Environmental Policy Act \(NEPA\)](#), advises the President and develops policies on climate change, environmental justice, public lands, oceans, and wildlife conservation, among other areas, and houses the [Office of the Federal Chief Sustainability Officer](#). As the agency responsible for implementing NEPA, CEQ also works to ensure that environmental reviews for infrastructure projects and federal actions are thorough, efficient, and reflect the input of the public and local communities.

## QUALIFICATIONS

CEQ seeks current undergraduate and graduate students who are highly motivated, excellent communicators, willing to contribute where needed, able to handle fast-paced and quick turnaround assignments, and able to exercise professional judgment and maturity.

There are no curricular requirements for selection as an intern; however, highly competitive applicants will have completed relevant coursework or work experience demonstrating a commitment to the environment, climate change, or natural resource issues.

## PROGRAM DETAILS

CEQ offers full-time (minimum 35 hours per week) and part-time (16 – 34 hours per week) internships. This is a paid, in-person internship located in Washington, D.C. Interns may not receive a separate outside source of funding from any third-party organization in connection with their participation in the CEQ internship. Please note that living accommodations and relocation support will not be provided. All interns must indicate their COVID-19 vaccination status prior to the start of the program and must adhere to any White House-determined COVID-19 protocols. Applicants must be U.S. Citizens and if selected will be required to undergo a background check.

*Note: The White House has a zero-tolerance policy for drug use. You will be required to take a drug test prior to beginning your internship. Failure to pass the drug test will result in disqualification.*

## APPLICATION PROCESS:

Details on applying for a CEQ internship and application form can be found at: [Internship Program | CEQ | The White House](#).

<u>Session</u>	<u>Start and End Date</u>	<u>Application Deadline</u>
Summer	May-August	Last Friday in February
Fall	September- December	Last Friday in June
Spring	January-April	Last Friday in October