

Internship Positions at the Cleveland Council on World Affairs: Spring 2026

About the Cleveland Council on World Affairs (CCWA):

CCWA's mission is to connect Cleveland to the world through global education, citizen diplomacy, and public dialogue. Founded in 1923, CCWA works to help Clevelanders navigate a rapidly changing global environment, foster greater understanding of the most pressing international issues of our time, and ensure the perspectives of Northeast Ohioans are heard as the future of U.S. engagement in the world is debated. CCWA delivers a range of programs to support this mission, including:

- Global Education Programs that inspire and support the next generation of leaders from Cleveland to engage on international issues and bring a global mindset to their future careers.
- Speaker programs that bring policy makers and thought leaders to share their perspectives on tough foreign policy issues – and leave with a better understanding of how these issues impact people here in Northeast Ohio.
- Exchange programs that build people-to-people relationships grounded in mutual respect and common interests across regions and cultures.

Available Internship Positions:

Model United Nations Intern (2 Positions Available)

Spring Internship: Approx mid-January- late April

- Interns will support the CCWA team in the execution of the Model United Nations conferences.
- Interns will manage communication and logistics of Model United Nations conferences, including tracking and recording payments, creating conference materials, developing background guides, and organizing registration and rosters.
- This internship is hybrid style, with a mix of in-person and remote work.
- Attendance at CCWA Model UN conferences is required.

International Exchanges Intern (1 Position Available)

- The Intern will draft compelling proposals and program itineraries for U.S. Department of State exchanges that showcase Cleveland as a destination for international visitors.
- The Intern will help facilitate meetings and act as a local liaison when international groups are in town.
- The Intern will help with data entry and assist with social media.
- Expected start date: mid-January 2026. This internship is in-person.

Research and Social Media Intern (1 Position Available)

- The intern will support the CEO in conducting research on the impact of global

developments on Cleveland.

- The intern will support CCWA's online and social media presence through content creation and engagement tracking.
- The intern will provide administrative and logistical support to the CEO and COO as needed.
- Expected start date is early January 2026. The intern is expected to work a minimum of 10 hours per week, with at least one day in person at the CCWA office.

Instructions for Applying:

Deadline: Applications for Spring 2026 internships are due by December 5, 2025 and will be reviewed on an ongoing basis.

Requirements: High school diploma is required. A resume and cover letter are required. Please indicate which position you are applying for as well as your availability during CCWA's business hours from Monday – Friday, 9:00 AM – 5:00 PM in your cover letter.

To Apply: Send a resume and cover letter as **one PDF titled: Last Name, First Name** to ccwa@ccwa.org. No phone calls, please.

Internship Benefits:

These internships offer exposure to international work and meaningful opportunities for learning. The cost of daily parking will be reimbursed by CCWA for the duration of the internship. Additionally, CCWA may offer a modest stipend at the successful completion of the internship.