



Beijing

Embassy of Canada

>> Intern in Cultural and Public Affairs

As intern in Cultural and Public Affairs, the successful applicant will work closely with officers on projects within the Public Diplomacy Section, including planning and coordinating cultural and other public events, managing the annual Francophonie festivities, and various projects related to Public Affairs. The intern will be involved with creating content for the website, newsletter and other communications products. He/she will provide support in the planning and delivery of all aspects of incoming missions, delegations and high level visits. The intern will also be responsible for the production of daily press scans, reports, research, background pieces and other duties as necessary. Through his/her internship, the successful candidate will acquire an in-depth understanding of the functioning of an Embassy and how Canada's public diplomacy is put into practice.

Excellent speaking and writing skills in French are essential; knowledge of written and/or spoken Mandarin is an asset. A Bachelor's degree in Business, International Relations or any other fields related to the work of Cultural and Public Affairs is required.

>> Intern in Media and Public Affairs

As intern in Media and Public Affairs, the successful applicant will work closely with officers on projects within the Public Diplomacy Section, including the drafting and translating of the newsletter, articles and post-event press releases for the Embassy website and its blogs/micro blogs, general website updates and proof reading. While aiming to raise Canada's visibility in China, the intern will assist in creating, monitoring and seeking ways of improving of communications products used at the Embassy, such as blogging and microblogging platforms, in support of the Media Service Coordinator. He/she will also provide support in the planning and delivery of all aspects of incoming missions, delegations and high level visits. The intern will also be responsible for the production of daily press scans, reports, research, background pieces and other duties as necessary. Through his/her internship, the successful candidate will



acquire an in-depth understanding of the functioning of an Embassy and how Canada's public diplomacy is put into practice.

Excellent writing skills in English or French are essential; reading knowledge of Mandarin is a strong asset. Computer literacy (word processing, Internet, graphics, multimedia), background with PowerPoint and interest in social medias are also desirable. A Bachelor's degree is not demanded.

>> Intern in Academic and Public Affairs

As intern in Academic and Public Affairs, the successful applicant will work closely with officers on projects within the Public Diplomacy Section, promoting education and strengthening institutional links between Canada and China. The intern will create and maintain an academic resources database on Canadian universities for Chinese clients, coordinate academic events and activities aimed at raising Canada's visibility in China, and draft post-event press releases for the Embassy website. The intern will conduct outreach to Chinese universities and schools, linking them with Canadian students, teachers, and professors. He/she will provide support in the planning and delivery of all aspects of incoming missions, delegations and high level visits. The intern will also be responsible for the production of daily press scans, reports, research, background pieces and other duties as necessary. Through his/her internship, the successful candidate will acquire an in-depth understanding of the functioning of an Embassy and how Canada's public diplomacy is put into practice.

Excellent speaking and writing skills in English or French are essential; knowledge of written and/or spoken Mandarin is a strong asset. A Bachelor's degree in Business, International Relations or any other fields related to the work of Academic and Public Affairs is required.

>> Intern in the Political Section

As intern in the Political Section, the successful applicant will work closely with political officers in monitoring China's political landscape and in the drafting of timely reports on trends and significant changes in the policy environment affecting Canada's bilateral interests/activities in China. The intern will also be responsible for the conduct of advanced research covering various issues of interest to Canada in China including:



governance and human rights, domestic politics, issues related to the environment / labour / health, legal issues, China's foreign policy, regional security, and arctic policy. The intern will assist the Political Section in the planning and delivery of all aspects of incoming missions, delegations and high level visits, as well as develop and implement special projects. The intern will also be responsible for the production of daily press scans and other related duties as required. Through his/her internship, the successful candidate will acquire an in-depth understanding of the functioning of an Embassy and how Canada's diplomacy is put into practice.

Excellent speaking and writing skills in English or French are essential; knowledge of written and/or spoken Mandarin is an asset. A Bachelor's degree is not demanded.

>> Intern in the Economics and Finance Section

As intern in the Economics and Finance Section, the successful applicant will work closely with the team on a variety of research projects relating to China's economy. Assignments are varied and can range from competitiveness, investment trends and the general economic climate. He/she will be responsible for supporting the team by gathering and manipulating data, retrieving newspaper articles, summarizing third party research and producing his/her own reports. The successful candidate will gain a better understanding of various sectors of the Chinese economy and how they impact on Canada and Canadian companies. The intern will also acquire an in-depth understanding of the functioning of an Embassy, how applied economic research is conducted and how Canada's diplomacy is put into practice.

Excellent speaking and writing skills in English or French are essential; knowledge of written and/or spoken Mandarin is an asset. Some background in economics, and experience with spreadsheets and PowerPoint, are also desirable. A Bachelor's degree is not demanded.

>> Intern in the Trade Section

As intern in the Trade Section, the successful applicant will support the Trade Section in monitoring China's economic and commercial landscape and in drafting timely reports on opportunities, trends and significant changes in the policy environment affecting Canadian companies and



Canadian government interests/activities in China. The intern will research sector specific business opportunities, and conduct advanced researches covering various commercial priority areas, including Investment and Science & Technology (S&T), in order to develop material to assist Canadian companies and institutions to enter the Chinese market. He/she will assist in the planning and delivery of all aspects of incoming missions, delegations and high level visits, as well as relevant events management. The intern will assist the commercial section in the development and implementation of special projects, and will also be responsible for other duties as required. Through his/her internship, the successful candidate will acquire an in-depth understanding of the functioning of an Embassy and how Canada's diplomacy is put into practice.

Excellent speaking and writing skills in English or French are essential; knowledge of written and/or spoken Mandarin is an asset. A Bachelor's degree in Business, International Relations or any other fields related to the work of the Trade Section is required.



Shanghai

Consulate General of Canada

>> Intern in Political Economic Reporting and Public Affairs (PERPA)

As intern in Political, Economics Reporting and Public Affairs (PERPA), the successful applicant will work closely with lead officers on public diplomacy projects and Consul General's outreach. The successful candidate will coordinate with the Embassy's Public Diplomacy Sections on website, newsletter and other communications products. He/she will also work closely with the Embassy's Public Diplomacy Section on academic affairs and will contribute to the creation and maintenance of an academic resources database of Canadianists in the Consulate's consular territory. He/she will provide support, including logistics and events management, in the planning and delivery of incoming missions, delegations and high level visits. The intern will contribute to the PERPA Section's political/economic reporting, and will be given a specific reporting topic to be the lead on. He/she will be involved in the planning and delivery process of the Consulate's PERPA plan including coordination within the Consulate and among the China Network missions. Through this internship, the successful candidate will gain an understanding of the mandate and work of the Consulate and the PERPA Section, its function within the China Network, and, most importantly, what Canadian interests are and how the Consulate advances Canadian priorities.

Applicants should be comfortable to work in a Chinese environment. Excellent speaking and writing skills in English or French are essential. A Bachelor's degree in Political Science, International Relations or any other fields related to the work of the PERPA Section is required.

>> Intern in the Trade Section

As intern in the Trade Section, the successful applicant will work closely with officers to organize and implement events to attract companies with potential to invest in Canada. The intern will research, develop and establish corporate/ short profiles of East China-based companies with interest in investing in Canada, of regional centers with investment potential, and of the 200+ Canadian companies that have invested in the



region. He/she will contact companies to ascertain their interest in investing in Canada. The intern will conduct research into local incentives offered to foreign companies and into East China's Qualified Domestic Institutional Investor (QDII) program. In addition to updating a list of industrial parks in East China, he/she will draft profiles of QDII limited partners and asset managers and of venture capital organizations and companies in East China. The intern will compile a database of Canadian alumni currently employed in the Shanghai financial services industry, in conjunction with the Canadian Chamber of Commerce in Shanghai and the Canada-China Business Council. Through this internship, the successful candidate will gain insight into the mandate and work of the Consulate and the Trade Section, its function within the China Network, and, most importantly, what Canadian interests are and how the Consulate advances Canadian priorities.

Excellent speaking and writing skills in English or French are essential; knowledge of written and/or spoken Mandarin is an asset. A bachelor's degree in business, international relations or any other field related to the work of the Trade Section is required.



Chongqing

Consulate of Canada

>> Intern in Political Economic Reporting and Public Affairs (PERPA)

As intern in Political, Economics Reporting and Public Affairs (PERPA), the successful applicant will work on advanced research covering various issues of interest including: sector specific business opportunities, governance and human rights, domestic politics, and environment/labor/social issues. The intern will monitor China's political, economic and commercial landscape to assist in the drafting of timely reports on opportunities, trends and significant changes in the policy environment affecting Canadian bilateral interests/activities in China. He/she will provide support in the planning and delivery of all aspects of incoming missions, delegations and high level visits, and he/she will assist on the development and implementation of special projects. The intern will also be responsible for the production of daily press scans, reports, research, background pieces and other duties as necessary. Through his/her internship, the successful candidate will acquire an in-depth understanding of the functioning of a consulate and how Canada's public diplomacy is put into practice.

Excellent speaking and writing skills in English or French are essential; knowledge of written and/or spoken Mandarin is an asset. A Bachelor's degree is not demanded.