
Chemonics Internship Program

Founded in 1975, Chemonics is one of the world's leading partners in international development. In 70 countries, our network of 4,100 specialists share a simple belief: those who have the least deserve our best. So we pursue a higher standard every day to help clients, partners, and beneficiaries achieve results.

Frequently Asked Questions

How long does the Chemonics Internship Program last?

The program runs for 10 weeks, from June to August 2018.

How many hours per week do interns work?

All positions are full-time. Interns will be required to work 40 hours per week.

What is the application process?

We will begin accepting applications in January 2018 and will extend offers in March. To apply for a specific internship position, please visit www.chemonics.com/internships and click on the link to our Career Center.

Where is the Chemonics Internship Program located?

All internships are based in our Washington, D.C. or Arlington, Virginia, office.

Are internships paid positions?

Yes. All internships are paid positions.

Does Chemonics offer housing or relocation assistance?

No. Chemonics does not offer housing or relocation assistance to interns. Applicants who accept an internship position are responsible for their own housing and relocation costs.

What type of internship opportunities are available?

Chemonics offers the opportunity to work in selected regions or support divisions. For additional information regarding the many teams that support our work, please visit Chemonics.com.

May international students apply for internships?

Yes. Any student who will be entering their junior or senior year or is enrolled in a graduate degree-granting program at an accredited academic institution in fall 2018 and has a valid U.S. work authorization may apply for an internship position.

What qualifications are required?

Internships are open to current graduate and undergraduate students of diverse background who have the following qualifications:

- In good academic standing
- Completion of sophomore year or enrolled in graduate-level studies in fall 2018
- Valid U.S. work authorization
- Demonstrated interest in international development
- Demonstrated leadership, versatility, and integrity
- Foreign language skills preferred

Does Chemonics offer internship opportunities in the fall and spring?

Yes. In addition to the summer program, Chemonics offers part-time and full-time internships in the fall and spring based on business needs. We encourage those interested in internships to monitor our career center for openings.

Does Chemonics offer any tips on applying for internships?

Yes. Please see the following tips for crafting your cover letter and résumé:

- **Cover letter.** There is no need address your cover letter to a specific person. Simply address it to “Sir or Madam.” If you were referred by someone who works at Chemonics, feel free to address your letter to that individual. Please tell us why you would be a good match for Chemonics and the divisions or regions in which you are interested or have experience. Include skills you possess that are relevant to the work and explain what sets you apart from others. We recommend that you thoroughly review our website to gain a solid understanding of what we do, what the position entails, and how your skills and experience could be a fit for us.
- **What we look for in a résumé.** Your résumé should outline your relevant coursework, leadership and volunteer activities, professional skills, and any international experience. Please ensure it is up-to-date, and your name and contact information should appear at the top of the résumé. Include the start and end dates of each position listed on your resume and the languages you speak, with level of fluency. Be sure that any information you include in your cover letter is reflected in your résumé.
- **Contact information.** Please provide us with an e-mail address that you check regularly.