Legal Affairs Internship

The Embassy of Switzerland is currently offering a full-time (40 hours per week) internship in the field of Communications & Public Diplomacy for 6 months, from **March 1st – August 31st, 2027. The remuneration for this position is USD 3,600 per month (gross salary).**

Candidate should possess:

- a specific interest in international law, particularly international economic law and international humanitarian law and its application in a bilateral diplomatic context;
- a profound interest in the American legal system;
- a general interest in intern. politics and economics with strong knowledge of current affairs;
- an ability to quickly grasp new concepts and orientate oneself in unfamiliar areas;
- an ability to compose short texts on a variety of transnational legal issues;
- a desire to communicate with Embassy partners in person and on the phone;
- organizational skills for planning and attending functions and events.

Candidate must:

- be a Swiss citizen, or be a non-Swiss citizen with a valid work permit for the period of the internship. Must maintain their legal residence in Switzerland throughout the internship.
- possess excellent written and spoken communication skills in English;
- speak and write fluently German, French or Italian, with passive knowledge of at least one other official language;
- not have graduated more than one year before beginning internship;
- not have completed more than 12 months of cumulative internship experience in the Federal Administration since first graduating from a university or a university of applied sciences – including the 6 months of this internship in Washington.

All applicants must submit the following documents in one single PDF document – not to exceed 5 MB:

- curriculum vitae (in English)
- motivation letter addressing the candidate profile explained above (in English);
- diploma and / or transcript from current university
- any certificates of internship or employment

The Embassy of Switzerland offers internships in various departments, but **please apply to one announcement only**. In order to process your application in a timely manner, please write in the email subject line your "*LAST NAME, First Name, Internship in the Legal Team*". Please understand that due to the number of applicants **you will not be contacted by the Embassy** unless you have been selected for an interview. Any interviews will be conducted no later than 3 weeks after the submission deadlines stated above.

Send application package to: **washington.praktikant@eda.admin.ch**

Application Deadline:
For the internship period from March 1st – August 31st, 2027: **by November 13th, 2026**