

Fall 2026 BCCC Program Research Assistant Internship

[Institute for China-America Studies \(Washington, D.C.\)](#)

The Institute for China-America Studies is seeking **one** research assistant intern for its **Blue Carbon and Climate Change (BCCC) Program** and **Bulletin Newsletter** for Fall 2026! The internship has a start date of September through December, with the potential of extension based on the evaluation of work. *This is a part-time, 20-30 hour per week internship that will primarily be conducted in-person at the ICAS office in Washington, D.C.*

Competitive candidates will have a demonstrated interest in U.S.-China relations, as well as general interests in climate change, clean energy, and climate-related industries. Applicants should be pursuing a bachelor's degree from an accredited institution, and those pursuing a master's degree will also be considered. We are looking for team-oriented problem solvers who can think on their feet, be detail-oriented, and are eager to improve their professional qualitative and quantitative skills.

Qualifications and Required skills:

- Native-level fluency in English is **required**
- Foundational knowledge of U.S.–China relations and current events, with particular interest in climate and energy-related topics, including but not limited to renewable energy, electric vehicles, energy transition, and international climate cooperation
- Strong research skills to effectively use search engines and identify, evaluate, and utilize both primary and secondary sources
- Ability to track and synthesize recent developments, including policy updates, industry trends, and news
- Excellent writing skills and analytical abilities, including the ability to clearly and concisely synthesize complex information, communicate key insights effectively, and produce well-structured, original analysis
- Demonstrated interest in writing, including summaries, short analyses, and occasional longer-form pieces
- Ability to manage multiple tasks and meet deadlines, particularly in producing time-sensitive newsletters
- Strong attention to detail, with consistent accuracy in handling data, sources, and research materials
- Experience with Microsoft Office & Google Drive operating systems

Preferred skills:

- Intermediate-level fluency in Mandarin Chinese, ability to analyze primary source material in Chinese highly preferred
- Prior research experience at a think tank, university, or through an internship in a related field
- Familiarity with using AI tools to support research and writing while maintaining independent thinking and critically evaluate outputs
- Familiarity with topics include international trade, supply chains, critical minerals, and U.S. congressional processes is a plus
- Experience with policy-oriented writing (e.g., briefs, op-eds, memos) is a plus
- Ability to work independently and manage research tasks with minimal supervision

Job duties will include the following, but are not limited to:

- Co-leading the research and production of BCCC Quarterly Newsletter and Bulletin under the direction of ICAS staff
- Conducting primary and secondary research in support of scholarly research agendas under the direction of ICAS staff
- Occasionally producing original writing in the forms of Commentaries/Blog Posts in addition to successful completion of given tasks
- Assisting with event planning and setup, as needed
- Assisting with minor administrative duties, as needed
- Assisting with social media graphics and posting on Instagram, Twitter, and LinkedIn **AND/OR** database management, data validation & clean up, and analysis

Benefits:

This is an excellent opportunity for young or upcoming professionals interested in U.S.-China relations and Climate Change. We offer a small stipend monthly for interns who work in-person, and selected candidates will also have access to our scholars and network. We offer all ICAS research interns the opportunity to co-author with our scholars and also encourage staff-guided solo publications focusing on relevant topics in U.S.-China relations.

Interested applicants should submit a cover letter, resume, and a 2-5 page writing sample (preferably policy-oriented). Please compile as a single PDF using the form on the ICAS Website no later than September 20, 2026.

Questions about the internship can be submitted to Program and Communications Coordinator Rian Knighton at rianknighton@chinaus-icas.org.