



Position Title: Intern

The Rhode Island Commerce Corporation is seeking candidates for an internship opportunity to work with the staff in the Executive Office of Commerce (EOC) for the Spring term of 2020 (with possible opportunity for continuation after the semester).

Office Mission Statement

- The Executive Office of Commerce is authorized and established as the State's lead agency for economic development throughout Rhode Island for the following purposes:
 - To promote and encourage the preservation, expansion, and sound development of new and existing industry, business, commerce, agriculture, tourism, and recreational facilities in the State.
 - To create opportunities for economic stability and employment through a business climate that fosters opportunity for all Rhode Islanders.

Responsibilities

- The internship will involve assisting the Executive Office of Commerce staff in day-to-day operations and projects including, but not limited to, researching policy tools, studying precedents and programs in other jurisdictions, and drafting letters and memos.

Area of Internship Concentration

- Public policy, communications, business, real estate, urban planning, economics, finance, international trade

Skills and Requirements

- Currently enrolled college student or recent graduate
- Strong written and communication skills
- Resourcefulness and ability to work independently
- Preference to candidates who can commit over 20 hours per week
- Applicants may be asked to provide 1-2 references

To apply, please submit a cover letter along with a professional resume via email to:

Silvana Mercado
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The RI Commerce Corporation is an Equal Opportunity Employer