

## Idaho-Mexico Trade Office Internship

The Idaho-Mexico Trade Office in Guadalajara, Jalisco, Mexico, was established in 1994 to facilitate Idaho exports to Latin America. It is managed by the Idaho State Department of Agriculture in cooperation with the Idaho Department of Commerce. In addition to serving Idaho exporters, we actively seek university students that are interested in spending a semester in Guadalajara to intern in the trade office. Up to three intern opportunities are available each year. **Currently, the internship is a non-paid position and students must cover their own travel and living expenses.**

### Preferred Qualifications:

- Junior/Senior class standing or recent university graduate
- Proficient in Spanish
- Major in International Business, International Studies, Spanish, or a related field of study

### Intern Duties Include:

- Conducting research and assisting Idaho companies with entry strategies for Mexico/Latin American markets
- Developing business leads for Idaho companies interested in Latin America
- Responding to business-related questions from Idaho companies, universities and partners regarding Mexico
- Interpreting and arranging appointments for visiting Idaho organizations and individuals
- Aiding in the organization of trade events and commercial missions

### Application Requirements:

- Resumé of relevant work, academic, volunteer, extracurricular or other experience
- Cover letter detailing the reasons for wanting to participate in this program
- Two letters of recommendation (submit signed, scanned copies)

### To apply, e-mail materials to:

Amanda Gibson  
Trade Specialist, Latin America  
Idaho State Department of Agriculture  
(208) 332-8538  
[agibson@agri.idaho.gov](mailto:agibson@agri.idaho.gov)

Internship Period	Deadlines
May/June – August 2013	April 19, 2013
September/October - December 2013	August 28, 2013
January - April/May 2014	November 1, 2013