DOC Office of White House Liaison Internship Program

The mission of the Department of Commerce Office of White House Liaison Internship Program (DOC OWHL Internship Program) is to engage and empower developing leaders with a passion for public service and expose them to the work of political appointees at the Department of Commerce. Interns gain unique experience through their placement in one of several DOC offices under the supervision of a political appointee. Outside of their placement offices, interns have the opportunity to attend and participate in professional development workshops, speaker series with department leaders, volunteer opportunities, and special events.

The DOC OWHL Internship Program accepts applications on a rolling basis for summer, spring, and fall sessions. This is an unpaid, volunteer opportunity and hours are flexible. Candidates should be available for the duration of the session to be considered for placement. Applicants must demonstrate a strong interest in public policy, governmental affairs, public affairs, economics, and/or business.

Applying:

To apply for an internship, send your resume to intern@doc.gov and indicate your top 3 offices of interest in preference order and the session (summer, spring, or summer) for which you are applying. No phone calls or additional emails please. You will be contacted only if you are a candidate for an internship.

Applicants Must Be:

- A U.S. Citizen
- Eighteen years of age on or before the first day of the internship
- Enrolled in an undergraduate or graduate program at a college, community college, or university (2-4 year institution)

DOC OWHL Internship Program Offices:

Office of the Secretary (OS)
- The Office of the Secretary is the general management arm of the Department and provides the principal support to the Secretary in formulating policy and in providing advice to the President.

Office of the Deputy Secretary
- The Deputy Secretary serves as the chief operating officer for the Department and, as such, is the principal advisor to the Secretary in all matters affecting the Department. The Deputy Secretary oversees the day-to-day management of the Department, its administrative functions, and its bureaus and their programs. The Deputy Secretary also acts for the Secretary in the latter's absence, and carries out special duties as the Secretary may assign from time to time.
Office of Business Liaison (OBL)
- The Office of Business Liaison performs information and outreach activities directed at facilitating the business community's interaction with the Federal Government. The Office of Business Liaison provides a central point of contact within the Department for business representatives, firms, and associations and organizations.

Office of Public Affairs (OPA)
- The Office of Public Affairs provides advice on public affairs matters and is responsible for the overall public information program of the Department.

Office of the Executive Secretariat
- The Executive Secretariat provides effective direction and control over incoming correspondence addressed to the Secretary or Deputy Secretary, reviews all material that comes to the Secretary or Deputy Secretary for approval and/or signature, acts as the focal point for coordination of the volume of official material that requires the Secretary's or Deputy Secretary's attention, and serves as the administrative office for the Office of the Secretary.

Office of Policy and Strategic Planning (OPSP)
- The Office of Policy and Strategic Planning advises and supports the Secretary and Deputy Secretary on assigned policy matters, ensures effective policy coordination of correspondence, and provides logistical support for the Secretary's calendar to ensure proper inter-agency integration and support of identified goals.

Office of White House Liaison (OWHL)
- The Office of White House Liaison provides advice on policy and operational matters to the Secretary, the Deputy Secretary, and senior-level Department officials regarding Schedule C and non-career SES personnel of the Department.

Office of the Chief Information Officer (OCIO)
- Office of the Chief Information Officer is responsible for ensuring that the Department's programs make full and appropriate use of information technology. It supports the increased use of leading edge technology to enable the Department to carry out its mission better, with improved products and services at the lowest cost.

Center for Faith-based and Neighborhood Partnerships
- Center for Faith-based and Neighborhood Partnerships works to improve the ability of faith-based and community organizations to fully participate in department funding programs, while upholding the department's mission of creating the conditions for economic growth and opportunity by promoting innovation, entrepreneurship, competitiveness and stewardship in the social service sector.

Office of Legislative and Intergovernmental Affairs (OLIA)
- The Office of Legislative and Intergovernmental Affairs is the Secretary's principal advisor on matters pertaining to legislative issues, Congressional relations, and the Department’s relationship with state, county, and municipal governments. The Assistant Secretary manages
these efforts and the Department’s relationships with its 19 congressional committees of jurisdiction across the Department’s 12 bureaus.

Office of the General Counsel (OGC)
- The Office of the General Counsel is responsible for all of the legal work performed in the Department. The General Counsel and Deputy General Counsel direct the operation of ten offices and approximately 160 attorneys. The mission of the Office of the General Counsel is to provide legal services for the Department of Commerce and intelligence support for its senior executives.

National Telecommunications and Information Administration (NTIA)
- The National Telecommunications and Information Administration (NTIA) is the President’s principal adviser on telecommunications and information policy issues, with a specific emphasis on the Internet and broadband policymaking. NTIA also manages the Federal use of spectrum; performs cutting-edge telecommunications research and engineering with both Federal government and private sector partners; and administers broadband infrastructure and public telecommunications facilities grants.

International Trade Administration (ITA)
- The International Trade Administration’s (ITA) mission is to create prosperity by strengthening the global competitiveness of U.S. industry, promoting trade and investment, and ensuring fair trade and compliance with trade laws and agreements. To accomplish its mission, ITA has defined six goals: advance U.S. international and commercial strategic interests; enhance U.S. competitiveness in international markets; broaden and deepen the U.S. exporter base; identify and resolve unfair trade practices; foster excellent relationships with customers and stakeholders; and achieve organizational and management excellence.

Economics and Statistics Administration (ESA)
- Headed by the Under Secretary for Economic Affairs, the Economics and Statistics Administration’s three principal components are the Office of the Chief Economist, the Census Bureau and the Bureau of Economic Analysis (BEA). ESA develops policy options, analyzes economic developments, manages economic data distribution systems, and produces a major share of U.S. economic and demographic statistics, including the national economic indicators. Representative economic indicators produced by ESA are gross domestic product (GDP), retail sales, and international trade. Additional economic and demographic statistics available from ESA include regional information on population (benchmarked by the decennial census), poverty, income, race and ethnicity, businesses, and a variety of other information useful to government, business, and the American public.

Minority Business Development Agency (MBDA)
- The Minority Business Development Agency (MBDA) was created on October 5, 1969 by President Richard M. Nixon by Executive Order 11458 in order to assist minority businesses in achieving effective and equitable participation in the American free enterprise system. MBDA is
an entrepreneurially focused and innovative organization, committed to minority business enterprise and wealth creation. As the only federal agency created specifically to foster the establishment and growth of minority-owned business, MBDA develops policies and designs programs to increase minority business participation in the national and global economy. It enhances the success of minority entrepreneurs by expanding the availability of market and financing opportunities and through the provision of consulting services.

Bureau of Industry and Security (BIS)
- The Bureau of Industry and Security (BIS) addresses the challenges created where business and security intersect. Its mission is to advance U.S. national security, foreign policy, and economic interests. BIS’s activities include strengthening, streamlining, and managing the U.S. system of dual-use export controls; investigating and prosecuting violations of those controls as well as of antiboycott and public safety laws; engaging in international activities to combat proliferation and illicit transshipments; working with industry to comply with international arms control agreements and to enhance the U.S. defense industrial base; and analyzing certain imports and foreign acquisitions that affect U.S. security.

Economic Development Administration (EDA)
- The U.S. Economic Development Administration (EDA) serves as the economic development arm of the Department of Commerce. EDA’s mission is to lead the federal government economic development agenda by promoting innovation and competitiveness, and building the regional innovation ecosystems critical to strengthening America’s global competitiveness. EDA’s legislative authority empowers the agency to create an integrated platform to align federal investments with regions’ competitiveness strategies. It fulfills its mission by advancing 21st Century economic development policy and promoting innovation and competitiveness through research, planning, technical assistance, and public infrastructure grants designed to assist regions in implementing comprehensive regional competitiveness strategies. EDA is the only federal entity with economic development as its sole purpose. The agency’s legislative authority empowers it to create an integrated platform to align federal investments with regions’ competitiveness strategies. The expertise of EDA’s staff helps communities, states, organizations and the private sector develop the capacity to apply economic development techniques, and maximize the potential of their available resources for economic development. By partnering local and state governments with the private sector, EDA facilitates the recovery of economically distressed areas by stimulating economic growth through the expansion and stabilization of business, commercial, and industrial development.

National Oceanic & Atmospheric Administration (NOAA)
- The National Oceanic and Atmospheric Administration (NOAA) is the principal federal agency responsible for monitoring, describing, and predicting changes in the Earth’s environment; protecting lives and property by issuing weather and climate warnings and forecasts; and conserving and managing the Nation’s coastal and marine resources. Our reach stretches from the depths of the ocean floor to the surface of the sun.