



## Executive Office of the President

Office of Administration | Office of Management and Budget

Office of the National Cyber Director | Office of Science & Technology Policy

## Spring 2023 Internship Opportunity

### INTRODUCTION TO THE EXECUTIVE OFFICE OF THE PRESIDENT INTERNSHIP OPPORTUNITIES

We are pleased to announce that, for the first time in recent history, the Executive Office of the President (EOP) is offering EOP-wide paid internship opportunities that will provide a stipend to participants.

The EOP is comprised of fourteen Components, including: The White House Office (WHO), the Office of the Vice President (OVP), the Council of Economic Advisers (CEA), the Council on Environmental Quality (CEQ), the Office of Administration (OA), the Office of Management and Budget (OMB), the Office of the National Cyber Director (ONCD), the Office of National Drug Control Policy (ONDCP), the Office of Science and Technology Policy (OSTP), the Office of the United States Trade Representative (USTR), and more.

This flyer contains information regarding internship opportunities with OA, OMB, ONCD, and OSTP.

### OFFICE OF ADMINISTRATION

OA has a mission to provide administrative and business support services to all components within the EOP. These services include financial management, information technology support, human resources management, library and research assistance, facilities management, procurement, design and printing, mail and logistics, personnel and physical security, counter-intelligence, emergency preparedness and enterprise communications, legal support services, and more.

### OFFICE OF THE NATIONAL CYBER DIRECTOR

ONCD was established by the National Defense Authorization Act for Fiscal Year 2021. ONCD is working to ensure every American can share in the full benefits of our digital ecosystem, including the economic prosperity and democratic participation it enables, while aggressively addressing and mitigating the risks and threats at large in cyberspace. By cultivating unity of purpose and efforts across agencies and sectors, ONCD will contribute to the development and implementation of stronger national strategy, policy, and resilience for our digital ecosystem. The National Cyber Director serves as a principal advisor to the President on cybersecurity policy and strategy, and cybersecurity engagement with industry and international stakeholders.

### OFFICE OF MANAGEMENT AND BUDGET

OMB oversees the implementation of the President's vision across the Executive Branch. OMB carries out its mission through five main functions across executive departments and agencies: 1) budget development and execution; 2) management, including oversight of agency performance, procurement, financial management, and information technology; 3) coordination and review of all significant Federal regulations from executive agencies; 4) clearance and coordination of legislative and other materials; and 5) clearance of Presidential Executive Orders and memoranda to agency heads prior to their issuance.

### OFFICE OF SCIENCE AND TECHNOLOGY POLICY

OSTP has a mission to maximize the benefits of science and technology to advance health, prosperity, security, environmental quality, and justice for all Americans. OSTP leads efforts across the Federal government to develop and implement sound science and technology policies and budgets, and works with the private and philanthropic sectors, state, local, Tribal, and territorial governments, the research and academic communities, and other nations toward this end. OSTP also assists OMB with an annual review and analysis of Federal research and development in budgets, and serves as a source of scientific and technological analysis and judgment for the President with respect to major policies, plans, and programs of the Federal government.

## INTERNSHIP DETAILS

The Spring 2023 term begins on January 23, 2023 and ends on April 14, 2023. Both full-time and part-time internships will be offered. Full-time participants must be able to commit to a minimum of 35 hours per week (Monday–Friday) and will receive a stipend of \$9,000 for participation in the program. Part-time participants must be able to commit to a minimum of 15 hours per week (Monday–Friday) and will receive a stipend of \$4,500 for participation in the program.

Internships will be hosted in person on the White House campus, located in Washington, D.C. Please note that living accommodations and relocation support will not be provided.

Applicants who receive an offer will be required to complete the Standard Form (SF) 86 to determine whether they meet security eligibility requirements. Information requested on the SF86 that could affect eligibility includes, but is not limited to, an applicant's connections to foreign governments, criminal history, financial debts and tax compliance, and prior drug use (including marijuana, regardless of whether the marijuana use was permitted under state law).

## ELIGIBILITY REQUIREMENTS

- Must be a U.S. citizen
- Must be 18 years of age or older
- Males must be registered with Selective Service
- Must be currently enrolled in an accredited undergraduate or graduate college, community college, or university
- Must obtain a favorable security determination and pass a pre-employment drug test

## APPLICATION PERIOD

Interested students can apply at: <https://apply.whitehouse.gov/eop-internships>

Please note this application link includes internship opportunities for OA, OMB, ONCD, and OSTP. The application will be open from September 14, 2022 through October 2, 2022 at 11:59 PM ET.

For more information, please contact:

[MBX.OA.OCAO.EOPInternProgram@oa.eop.gov](mailto:MBX.OA.OCAO.EOPInternProgram@oa.eop.gov)