Economic Intelligence Unit Intern
Office of the Deputy Mayor for Planning and Economic Development

**Position Type:** Summer Internship

**Desired Major(s):** All Majors

**Location:** Washington, DC, District of Columbia (United States)

**Description:** The Economic Intelligence Unit is charged with providing data driven decision-making support to shape both economic development strategy and policy in the District of Columbia. The intern will assist with ongoing analytical projects as well as ad hoc projects. The following list is a sample of responsibilities performed by students serving as interns in the Economic Intelligence Unit.

- Update a weekly dashboard that covers DMPED’s real estate portfolio and a monthly pulse report with relevant economic indicators
- Assist with data gathering, data entry, and analysis
- General analytical and presentation duties, as assigned
- Opportunity to learn data analysis and visualization tools

Interested candidates should visit http://dmped.dc.gov/node/819392 to complete the DMPED application. Once completed, please email resume, cover letter, and the completed application to Sheila.Cuthrell@dc.gov. Include “DMPED HONORS INTERNSHIP APPLICATION-ECONOMIC INTELLIGENCE UNIT” in the subject line.

**Job Function:** Computer Science/Statistics, Research, Other

**Desired Class Level(s):** Freshman, Sophomore, Junior, Senior

**Qualifications:**
- Proficiency in Excel and PowerPoint required
- Proficient research skills, including knowledge of Statistical Software and/or SQL
- Strong communications skills
Summer 2014 Intern, Urban and Regional Policy
German Marshall Fund of the United States (GMF)

**Position Type:** Summer Internship  
**Desired Major(s):** All Majors  
**Location:** Washington, District of Columbia (United States)

**Description:** The German Marshall Fund of the United States (GMF) strengthens transatlantic cooperation on regional, national, and global challenges and opportunities in the spirit of the Marshall Plan.

GMF does this by supporting individuals and institutions working in the transatlantic sphere, by convening leaders and members of the policy and business communities, by contributing research and analysis on transatlantic topics, and by providing exchange opportunities to foster renewed commitment to the transatlantic relationship.

In addition, GMF supports a number of initiatives to strengthen democracies. Founded in 1972 as a non-partisan, non-profit organization through a gift from Germany as a permanent memorial to Marshall Plan assistance, GMF maintains a strong presence on both sides of the Atlantic. In addition to its headquarters in Washington, DC, GMF has offices in Berlin, Paris, Brussels, Belgrade, Ankara, Bucharest, Warsaw, and Tunis. GMF also has smaller representations in Bratislava, Turin, and Stockholm.

GMF’s Urban and Regional Policy program (URP) seeks an intern for the Summer 2014. URP serves as a key resource and network builder for individuals and groups who make, influence, and implement urban and regional policy in the United States and Europe. The program promotes practical, hands-on exchanges and networking activities, supports policy analysis on pressing urban challenges, and convenes high-level policymakers and opinion-makers to inform current policy debates.

The intern will have the opportunity to gain an increased understanding of policies in a variety of American and European cities and regions; to hone web writing and online communications skills; to network with leaders in the government, business, non-profit, and philanthropic sectors; and to engage with DC’s vibrant public policy community.

The Urban and Regional Policy summer internship is unpaid, but offer an ideal opportunity to acquire substantive professional experience for those interested in a career in public policy or international affairs.

Our office is in a Metro-accessible location, just blocks
from Dupont Circle. GMF offers a stimulating, supportive work environment.

Key Areas of Responsibility:

• Independently researching best practices in urban and regional policy in communities on both sides of the Atlantic;
• Keeping abreast of news items and developments in core programming areas and cities, and updating the URP website and blog with summaries of best practices, case studies, and relevant news items.
• Writing and editing materials for the URP team in support of our ongoing programs.
• Tracking and monitoring project status and tasks to be completed;
• Updating the database of URP contacts;
• Assisting in the planning and implementation of small- and large-scale events and meetings; and
• Supporting program staff in the implementation of ongoing programming.

**Job Function:** Agriculture/Natural Resources/Environment, Architecture, Arts/Design/Planning, Research

**Desired Class Level(s):** Freshman, Sophomore, Junior, Senior

**Qualifications:** Qualifications and Requirements:

• Excellent analytical and written skills and previous research experience.
• Strong computer skills and comfortable using Microsoft Excel.
• Exceptional organizational skills and attention to detail.
• Ability to work both independently and as part of a team.
• Creativity, motivation, and responsibility to independently complete long-term writing and research projects.
• Experience in web writing/design or online communications.
• Capable of working on multiple projects at once and prioritizing tasks.
• Knowledge of and/or strong interest in urban/regional policy and U.S. Federal and/or European Union frameworks for urban/regional policies and funding.
• Ability to commit to at least 21 hours per week (during a standard 9-5 workday) for at least three months.
Position Type: Internship (Fall or Spring Part-Time)

Desired Major(s): All Majors

Location: Washington, District of Columbia (United States)

Description: The Afghanistan Investment & Reconstruction Task Force at the U.S. Department of Commerce is looking for an intern for the summer 2014 semester. The ideal candidate will be a GRADUATE STUDENT or have started junior/senior level UNDERGRADUATE coursework - he or she should possess a knowledge of the Middle East, general business, and foreign policy. Candidates must be available to work at minimum of 20 hours/week, though schedules are flexible.

Intern duties include the following:
- Interact with U.S. and international companies, including responding to the Task Force's hotline and e-mail systems
- Research issues to assist U.S. companies and support policy initiatives
- Participate in meetings with the private sector, other U.S. government agencies, and international organizations
- Support planning of several major events and meetings
- Assist with regular updates to the Web sites and client database
- Research news items affecting the commercial sector in both countries and disseminate to the team daily

Qualifications:
- Concurrently enrolled undergraduate or graduate students interested in learning how the U.S. government operates and contributes to Afghanistan reconstruction efforts;
- Majoring in international affairs, international trade, economics, or business;
- Excellent research, writing, and computer skills;
- Available at least 20 hours per week;
- U.S. citizenship required

Interns are eligible to receive Federal public transit benefits.

To apply, submit a resume and cover letter to Heather Price at heather.price@trade.gov by May 2, 2014. No phone calls.
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<th><strong>Job Function:</strong></th>
<th>Administrative/Support Services, Management/Administration, Research, Other</th>
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<tr>
<td><strong>Desired Class Level(s):</strong></td>
<td>Junior, Senior, Masters Candidate, Doctoral Candidate</td>
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<td><strong>Duration:</strong></td>
<td>3.5 months</td>
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<td><strong>Approximate Hours Per Week:</strong></td>
<td>20-40</td>
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**Position Type:** Internship (Fall or Spring Part-Time)

**Desired Major(s):** All Majors

**Location:** Washington DC, District of Columbia (United States)

**Description:** Research Internship

Summer 2014

Development Assistance and Governance Initiative

The Development Assistance and Governance Initiative (DAGI) is currently seeking a research intern to provide additional support for the research team. As part of the Global Economy and Development program at the Brookings Institution, the Development Assistance and Governance Initiative aims to influence how aid and development policies are used to tackle global poverty and today’s pressing development challenges. It uses a combination of quantitative and qualitative approaches to offer policymakers data-driven recommendations on how to improve development outcomes for millions around the world.

We are seeking a current undergraduate or graduate student or recent graduate with strong quantitative analysis/statistical software capabilities; priority will be given to candidates with a solid background in Stata. This person should be pursuing/have attained a degree in economics/statistics, international affairs, international development, or a related field. An interest in global aid effectiveness, as well as global development, is useful. Close attention to detail, strong statistical programming skills, and the ability to work in an independent and organized fashion are vital for this internship.

Intern responsibilities would include the optimization / harmonization of existing global development databases, as well as research and administrative assistance for current projects. Specific duties would involve transferring output in Excel to a more reproducible format (such as Stata), developing programs in Stata for data manipulation and analysis, and general assistance with research and gathering/analyzing data. Successful applicants are generally undergraduate and graduate students or recent graduates with a demonstrated interest in economics and statistics, international development, and database management / coding. A strong academic background as well as writing and research skills, are highly desirable. Familiarity with data visualization techniques is a plus.
Please note that all internship positions are unpaid. Internships will run from June through August 2014, with the possibility of extension through December 2014. Exact schedule is negotiable, but the candidate is expected to be available 20-40 hours per week and attend weekly staff meetings (as his/her schedule permits).

How to Apply
Please send a cover letter, resume, and workweek schedule availability to globalinterns@brookings.edu with "Research Intern: DAGI" in the subject line. Additional materials demonstrating comfort with / expertise in statistical software packages (e.g., Stata do files, R scripts, Github repository links) are welcome. Please discuss your qualifications and specifically why you are interested in working with the Development Assistance and Governance Initiative.

Applications must be received by May 23, 2014. Only applicants selected for an interview will be contacted. For international applicants, Brookings is not responsible for providing student or work visas; you will need to make your own visa arrangements.

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