Summer 2015 International Program Intern
Center for Economic & Policy Research (CEPR)

**Position Type:** Winter/January Term Internship

**Desired Major(s):** Arts and Humanities/Spanish Language, Literatures, and Cultures, Behavioral and Social Sciences/Economics, Journalism, Public Policy

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

**Description:**

Job Description: The Center for Economic and Policy Research is currently looking for a full-time International Program Intern for Summer 2015 (June-August).

Responsibilities include assisting staff with research on upcoming papers and opinion pieces; organizing events with Latin American delegations, CEPR staff, and visiting academics; assisting in tracking and logging press mentions; as well as working on outreach to press, advocacy organizations, and Congress.

The responsibilities vary based on their interests and experience, as well as the particular issues that CEPR is working on at the time. Interns will be able to attend relevant events around Washington, DC.

Stipend: At least $1,617 per month, plus up to $250 for health insurance reimbursement per month.

Closing Date of Position: March 6, 2015.

Organization Description: The Center for Economic and Policy Research (CEPR) was established in 1999 to promote democratic debate on the most important economic and social issues that affect people's lives. It is an independent nonpartisan think tank based in Washington, DC. CEPR is committed to presenting issues in an accurate and understandable manner, so that the public is better prepared to choose among the various policy options.

CEPR is an ideal place to learn about current economic and global justice issues in a friendly, relaxed and fun environment. Work schedules are flexible.

CEPR is an equal opportunity employer that considers applicants for all positions without regard to race, color, religion, creed, gender,
national origin, age, disability, marital or veteran status, sexual orientation, or any legally protected status.

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<tr>
<th>Job Function:</th>
<th>Administrative/Support Services, Communication, Creative/Design/Multimedia, Research, Other</th>
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<tbody>
<tr>
<td>Desired Class Level(s):</td>
<td>Senior, Masters Candidate, Doctoral Candidate, Recent Grad (up to 1 year out), Alumnus/a (beyond 1 year out)</td>
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<td>Duration:</td>
<td>3 months</td>
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<td>Approximate Hours Per Week:</td>
<td>37.5</td>
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<td>Salary Level:</td>
<td>At least $1,617 per month, plus up to $250 for health insurance reimbursement per month.</td>
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<td>Qualifications:</td>
<td>We are looking for applicants with a general understanding of economics, international relations, and democracy issues, and an interest in economic justice. Previous research, data and/or outreach experience is extremely helpful; interns with strong economics or foreign policy experience (including Master’s degrees) will have the opportunity to engage in serious research, and those with strong organizing or outreach experience will have event management opportunities. The intern will need to be fluent in Spanish, including the ability to perform accurate written translations; able to work in a fast-paced environment with limited management; and be a self-starter and independent learner. Should have excellent writing and communications skills.</td>
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Housing Policy Intern  
National League of Cities

**Position Type:** Internship (Fall or Spring Part-Time)  
**Desired Major(s):** All Majors  
**Location:** Washington, District of Columbia (United States)  
**Description:** The National League of Cities’ City Solutions & Applied Research provides undergraduate and graduate students with an opportunity to work on a wide variety of local government policy issues including: housing, sustainability, taxation, immigration, transportation, telecommunications, community and economic development, public safety and many others. NLC involves interns in substantive projects that include research and oral and written communications components. Additionally, interns are fully incorporated into the NLC staff to learn the value of teamwork in an office environment and how to work with other professionals on a daily basis to complete a task.

Duties include:

- Researching local government policy issues and innovative practices related to homelessness, affordable housing, and veteran issues;
- Writing for the NLC website (knowledge of or willingness to learn CMS software key);
- Assisting with surveys (knowledge of SPSS software desired);
- Attending meetings or briefings and reporting back to staff; and
- Providing administrative support as needed.

This is a paid internship for an initial period of three months (12 weeks). There may be the potential for ongoing work into the spring academic semester. Work hours are generally at least 20-30 hours per week.

**Job Function:** Administrative/Support Services, Research, Other  
**Desired Class Level(s):** Senior, Masters Candidate  
**Qualifications:** Highly qualified candidates should be approaching or in their final year of undergraduate education or be in a graduate-level program. Excellent oral and written communications skills are required along with strong organizational skills and an interest in government, public policy or related fields. Priority will be given to candidates with experience working on the issues of homelessness and/or affordable housing. Relevant coursework will be considered.

To apply send a cover letter, resume and short writing sample to:
Talent Management
National League of Cities
1301 Pennsylvania Ave., NW
Washington, D.C. 20004
employment@nlc.org