University of Maryland
6 Job Postings For July 2015
Research Internship
Nueva Vida

Position Type: Internship (Fall or Spring Part-Time)

Desired Major(s): Arts and Humanities/English Language and Literature, Arts and Humanities/Spanish Language, Literatures, and Cultures, Behavioral and Social Sciences/Anthropology, Behavioral and Social Sciences/Psychology, Behavioral and Social Sciences/Sociology, Public Health/Public Health Science, Public Health/Behavioral and Community Health, Public Health/Public Health (MPH), Public Health/Public Health Practice and Policy

Location: Alexandria, Virginia (United States)

Description: Nueva Vida is a nonprofit organization that provides access to health care and survivorship support to Latinos with cancer and their families. Nueva Vida serves more than 3,500 Latinas and families a year, most of whom are women without insurance and living in poverty. The organization advocates for and facilitates the timely access of state-of-the-art, life-saving cancer screening, diagnostic, and treatment services. Those diagnosed with cancer are offered much needed mental health support, including one-on-one peer counseling, individual therapy, and support groups, as well as complementary and alternative medicine activities, such as yoga, recreational day trips, and mind-body therapy. Please visit our website (www.nueva-vida.org) for more information.

Research Program Description
• Conduct data analysis using Excel, SPSS, SAS or other software
• Conduct literature searches
• Review and summarize research articles
• Perform online searches of health care policy research
• Review and edit manuscripts, evaluation tools, and research presentations
• Input data into our web-based data collection system on a consistent, accurate basis
• Assist with the recruitment and operation of the research projects with American University and Georgetown University
• Perform grant-related tasks such as writing, reporting and analyzing data

We are seeking individuals with a high sense of responsibility, good organizational skills, customer service skills, proactive and with desires to support underserved, immigrant Latinas struggling with cancer.

Due to the nature of the assignments, this internship is ideal for undergraduate/graduate students interested in gaining experience in the nonprofit industry and/or public health.
• Must be bilingual or fluent in Spanish
• Basic Research skills required
• Proficient in MS Office Software
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<tr>
<th><strong>Job Function:</strong></th>
<th>Healthcare, Research</th>
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<tbody>
<tr>
<td><strong>Desired Class Level(s):</strong></td>
<td>Freshman, Sophomore, Junior, Senior</td>
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<tr>
<td><strong>Approximate Hours Per Week:</strong></td>
<td>20-24 Hours/Week</td>
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| **Qualifications:** | • Must be bilingual or fluent in Spanish  
• Basic Research skills required  
• Proficient in MS Office Software  
• Commitment 24 hours/week |
CDI Graduate Policy Fellow
Information Technology and Innovation Foundation

**Position Type:** Internship (Fall or Spring Part-Time)

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

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

**Description:** The Center for Data Innovation, a Washington, DC-based think tank affiliated with the Information Technology and Innovation Foundation, is seeking a graduate policy fellow for the fall 2015 semester. The ideal applicant should have a demonstrated interest in the intersection of public policy, technology, and data, as well as exceptional writing abilities. Students with interest in policy issues related to the Internet of Things or police open data efforts are especially encouraged to apply.

**ESSENTIAL RESPONSIBILITIES:**

* Write original policy reports, articles, and op-eds.

* Provide research support (e.g. writing literature reviews, fact checking, etc.).

* Monitor news articles on specific subject areas.

* Track legislation and regulations.

* Attend and summarize hearings and events.

* Assist with organizing and running events and conferences.

* Help maintain the Center for Data Innovation website and related materials.

**APPLICATION PROCESS:**

To apply for this position, please submit the following to info@datainnovation.org with “graduate policy fellow” in the email subject line:

* Cover letter (1 page, max);

* Resume (1 page, max); and

* Writing sample (2-3 pages max).

Applications will be considered until the position is filled.

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

**Desired Class Level(s):** Masters Candidate, Doctoral Candidate, Post Doctorate

**Duration:** Fall

**Qualifications:** QUALIFICATIONS:

* A graduate student in public policy, economics, political science, statistics, information science, computer science, or a related field.
* Demonstrated interest in technology and public policy.

* Strong communication skills, both oral and written.

* Excellent research, analytical and organizational skills

* Highly proactive and flexible, with an ability to work on multiple projects in a fast-paced environment.

* Proficiency with Microsoft Office applications including Outlook, Word, Excel, and PowerPoint required.
Fall 2015 Criminal Justice Research Internship
National Association of Counties

Position Type: Internship (Fall or Spring Part-Time)

Desired Major(s): Behavioral and Social Sciences/Criminology and Criminal Justice

Location: Washington, District of Columbia (United States)

Description: The National Association of Counties (NACo) has an opening for a criminal justice intern in its Research Department. The intern will provide data collection and research support for the criminal justice specialist in the Research Department.

Undergraduate students (especially upperclassmen), graduate students, and recent college graduates majoring in criminology/criminal justice, public policy, public administration, urban policy, geography, economics, statistics/mathematics, other social sciences or related fields of interest to NACo are encouraged to apply. Our most successful applicants are proficient in handling large databases, have knowledge of the criminal justice system and have good communication skills.

Experience with data cleaning/collection and at least one of the following software packages (Stata, SAS and ArcGIS) is strongly recommended for this position.

Preference will be given to students with an interest in local/state government careers.

Hours/Salary:
23 to 29 hours per week. Paid internship.

Application Procedures:
To apply for an internship, please send a resume and a short writing sample (no more than 5 pages) to research@naco.org with the subject line: Justice Intern

In your email indicate your availability (approximate number of hours per week available to work and approximate start and end dates) and highlight any previous data collection/data cleaning experience.

Incomplete submissions will not be considered.

Applications are processed on a rolling basis until all available positions are filled, so early application is encouraged.

Job Function: Research

Desired Class Level(s): Senior, Masters Candidate, Doctoral Candidate

Approximate Hours Per Week: 23-29

Qualifications: Experience with data cleaning and/or collection and at least one of the following software packages (Stata, SAS and
ArcGIS) is strongly recommended for this position.
Fall Research and Publications Intern
Environmental Law Institute

**Position Type:** Internship (Fall or Spring Part-Time), Co-op (Fall or Spring Full-Time)

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

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

**Description:** For four decades, the Environmental Law Institute (ELI) has played a pivotal role in shaping the fields of environmental law, policy, and management, both domestically and internationally. For more information on the Institute, visit www.eli.org.

ELI seeks individuals to support the research and publications departments of the Institute. Interns work directly with staff attorneys, editors, scientists, and economists on a variety of projects. Substantive areas of focus include: land use policy, public participation in environmental regulation, biodiversity, air quality, public health, hazardous waste and brownfields, wetlands and watershed policy, international environmental policy, armed conflict and the environment, environmental management systems, and environmental enforcement.

Interns conduct library and internet research, attend and report on outside events, analyze, edit, and synthesize scholarly material, assist with preparation for environmental training courses, and perform various administrative tasks. ELI integrates interns into the day-to-day operations of the Institute, and interns are encouraged to attend ELI policy events and meetings.

Positions are available throughout the academic year (minimum 15 hours/week) and during the summer (full-time).

ELI is an equal opportunity employer strongly committed to providing equal opportunity and to achieving an inclusive, diverse workforce that values every individual. Minority candidates are encouraged to apply.

**Job Function:** Administrative/Support Services, Agriculture/Natural Resources/Environment, Communication, Consulting, Engineering, Management/Administration, Research, Sciences, Other

**Desired Class Level(s):** Sophomore, Junior, Senior, Recent Grad (up to 1 year out)

**Duration:** >8 weeks

**Approximate Hours Per Week:** >15 hours/week minimum

**Salary Level:** Compensation is not available, but a small transportation stipend is provided.

**Qualifications:** Candidates should possess superior research, writing, and interpersonal communication skills, as well as a strong desire to gain knowledge of the environmental field. A strong academic background is required, but specific environmental
experience is not mandatory. Candidates must have completed their freshman year of college.
**Fiscal Policy Intern**  
Committee for a Responsible Federal Budget

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<th><strong>Position Type:</strong></th>
<th>Internship (Fall or Spring Part-Time)</th>
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<tr>
<td><strong>Desired Major(s):</strong></td>
<td>All Majors</td>
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<tr>
<td><strong>Location:</strong></td>
<td>Washington, District of Columbia (United States)</td>
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<tr>
<td><strong>Description:</strong></td>
<td>We are no longer accepting applications for Summer interns, but we welcome applications for the Fall semester.</td>
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The Committee for a Responsible Federal Budget is always looking for enthusiastic interns to join our team! We are a bipartisan, non-profit organization committed to educating lawmakers and the public about issues that have significant fiscal policy impact. The Committee is made up of some of the nation’s leading budget experts including many of the past Chairmen and Directors of the Congressional Budget Committees, the Congressional Budget Office, the Office of Management and Budget, the Government Accountability Office, and the Federal Reserve Board.

We welcome applications from highly motivated undergraduate or graduate students year-round, though interns typically work for one semester (Fall, Spring, or Summer). Interns may work full-time, or part-time while attending classes in the DC area. Interns work as a full member of our policy team, and have the opportunity to participate in a variety of projects according to their specific interest.

**Responsibilities**

- Conduct research on taxes, entitlement programs, budgetary policy, and the economy;
- Post daily blog entries on http://crfb.org/blog;
- Attend and brief CRFB staff on high-level policy discussions and events;
- Contribute to press releases, policy papers, and op-eds;
- Maintain and update the website;
- Track budget-related news;
- Other tasks as assigned.

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<th>Research</th>
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<tr>
<td><strong>Desired Class Level(s):</strong></td>
<td>Sophomore, Junior, Senior, Masters Candidate</td>
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<td><strong>Duration:</strong></td>
<td>Fall semester</td>
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<td><strong>Approximate Hours Per Week:</strong></td>
<td>15-40 (flexible around student schedules)</td>
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<td><strong>Qualifications:</strong></td>
<td>Enrollment in or recent completion of an undergraduate or graduate program;</td>
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<td>Interest in fiscal policy and budgetary &amp; economic issues;</td>
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<td>Proven research and analytical skills;</td>
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<td>Strong writing and editing skills;</td>
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<td>Familiarity with internet research tools;</td>
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<td>Ability to multitask in a fast-paced environment;</td>
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<td>Be a flexible and enthusiastic team player.</td>
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Bipartisan Policy Center Fall Internship Program
Bipartisan Policy Center

**Position Type:** Internship (Fall or Spring Part-Time), Off-Campus Part-Time

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

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

**Description:** The Bipartisan Policy Center (BPC) drives principled solutions through rigorous analysis, reasoned negotiation, and respectful dialogue. Founded in 2007 by former Senate Majority Leaders Howard Baker, Tom Daschle, Bob Dole and George Mitchell, the BPC combines politically-balanced policymaking with strong, proactive advocacy and outreach.

As the only Washington, DC-based think tank that actively promotes bipartisanship, the BPC works to address the key challenges facing the nation. Our policy solutions are the product of informed deliberations by former elected and appointed officials, business and labor leaders, and academics and advocates who represent both ends of the political spectrum. We are currently focused on health and nutrition, energy, foreign affairs and homeland security, housing, the economy, and democracy.

Further, the BPC is committed to seeing our policy solutions enacted by lawmakers. Through the Bipartisan Policy Center Advocacy Network (BPCAN), our (c)(4) affiliate, we engage in advocacy and strategic outreach and education to bolster the legislative center and support efforts that bring Republicans and Democrats together on the difficult issues facing the country.

The Bipartisan Policy Center (BPC) offers full-time summer, and part-time fall and spring internships each academic semester. Qualified candidates will be highly motivated and energetic self-starters. Interns will assist individual projects and departments in several capacities and should be enthusiastic about working on a variety of tasks. Candidates must be team players and express an interest in one of the BPC's various policy projects or functional areas:

- Communications
- Democracy Project
- Development
- Economic Policy Project
- Energy Project
- Financial Regulatory Reform Initiative
- Foreign Policy Project
- Government Relations
- Health Innovation Initiative
- Health Project
- Homeland Security Project
- Housing Commission
- Immigration Task Force
- Nutrition and Physical Activity Initiative

During the fall and spring semesters, internships are part-time and unpaid and applicants must currently be enrolled in an undergraduate or graduate program. The fall and spring internship programs at the BPC are flexible, allowing students to gain valuable experience while maintaining their regular class schedules. Interns will provide functional support, conduct research, and work directly
with project analysts and staff in various capacities.

Required materials:
1. Cover Letter – please indicate your top two areas of interest from BPC's project and functional areas listed above.
2. Resume
3. Writing Sample of approximately 3 pages
4. College or University Transcript (unofficial is acceptable)
5. Please provide phone and email contact information for 1-2 references, including a professor or other individual familiar with your work.

Incomplete applications will not be considered.

Please submit all required materials via email to bpcinternships@bipartisanpolicy.org. Please do not send multiple submissions. Due to the number of applications received, we are unable to contact those who have not been selected for an internship. A notice will be posted on the BPC internship page once all positions have been filled for the term. No phone calls please.

The Bipartisan Policy Center is an equal opportunity employer and believes that our work benefits from diversity across the organization. Decisions to hire and promote are made without regard to race, color, religion, gender, national origin, sexual orientation or preference, age, marital or veteran status, disability, or any other legally protected status under federal, state, or local law. We seek to reach a broad and diverse candidate pool in filling our positions.

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<tr>
<th>Job Function:</th>
<th>Research, Other</th>
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<tr>
<td>Desired Class Level(s):</td>
<td>Sophomore, Junior, Senior, Masters Candidate, Doctoral Candidate</td>
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<tr>
<td>Qualifications:</td>
<td>3.0 minimum GPA, must be currently enrolled in a graduate or undergraduate program</td>
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