University of Maryland
6 Job Postings For October 2015
Spring Internships with the Center for Effective Government  
Center for Effective Government  

**Position Type:** Internship (Fall or Spring Part-Time)  
**Desired Major(s):** All Majors  
**Location:** Washington, District of Columbia (United States)  

**Description:** For over thirty years, the Center for Effective Government has been working to build an open, accountable government that invests in the common good, protects people and the environment, and advances the national priorities defined by an active, informed citizenry. Our vision is one of a just and democratic society in which every individual can thrive.

To ensure government is effective and responsive to the priorities of the American people, we conduct policy research and develop policy proposals; create tools to encourage citizen participation and government accountability; and build broad-based coalitions to advance these values. To ensure the American people understand the vital role of government, we produce and disseminate educational tools and communications materials.

We are a resource for policymakers, the media, advocacy groups, community organizations, and the public.

We are looking for interns who want to join us in advocating for a robust regulatory system to protect the health and well-being of the American people; a government that proactively discloses useful information to citizens so they can safeguard the well-being of their families and communities; and a transparent and effective budget process that generates sustainable investments in America and our quality of life.

Internship responsibilities vary but may involve:

- **Communications & Media** – Assist with writing and editing blog posts, newsletters, and social media.
- **Legislative and Agency Monitoring** – Monitor the progress of legislation in Congress and the actions of federal agencies.
- **Outreach & Media** – Work with coalition partners at the national, state, and local levels to support our policy areas.
- **Program Assistance** – Assist with other program responsibilities as needed, including administrative and clerical tasks (usually no more than 15 percent of internship hours).
Our internships are available during each academic semester and have flexible start and end dates. Visit [http://foreffectivegov.org/internships](http://foreffectivegov.org/internships) for more information on our internship program and the specific positions mentioned below.

### Spring 2016 Internships

- **Environmental Policy Internship:** Monitor and evaluate new developments on environmental issues including hydraulic fracturing, toxic chemicals, environmental right-to-know, and environmental justice.
- **Regulatory Policy Internship:** Monitor and evaluate common sense standards and public safeguards that protect our national economy, safeguard our air and water, ensure food and product safety, and protect workers and public health.
- **Coalition for Sensible Safeguards Internship:** Defend our country's system of regulatory safeguards that protect our air and water, provide worker safety, and monitor Wall Street.
- **Fundraising and Development Internship:** Draft and edit funding proposals, develop ideas for donor communications, and assist with the creation of our annual fundraising plan.

### Benefits

Interns at the Center for Effective Government have the opportunity to perform substantive work that positively impacts public policy. Interns learn new skills, receive feedback and mentoring, and gain valuable professional experience in policy analysis, advocacy, and the nonprofit sector.

We offer a collegial work environment and flexible schedule to accommodate your academic responsibilities and work-life balance. If your school offers academic credit for internships, we will work with you to meet your school's requirements.

A monthly stipend of up to $500 may be available to offset housing and travel expenses.

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<thead>
<tr>
<th>Job Function</th>
<th>Administrative/Support Services, Other</th>
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<tbody>
<tr>
<td>Desired Class Level(s)</td>
<td>Sophomore, Junior, Senior, Masters Candidate</td>
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<tr>
<td>Salary Level</td>
<td>$500/month stipend</td>
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**Qualifications:**

- Knowledge of, and interest in, U.S. public policy and governmental processes.
- Ability to conduct research on complex public policy issues and communicate the results of that research in a clear and concise manner.
- Excellent organizational skills and reliability.
- Strong interpersonal skills.
• Knowledge of the Microsoft Office suite of programs, especially Word and Excel.
• Ability to work independently.
• Enrolled in or recently completed an undergraduate or graduate program.
• Available to work at least 15 hours per week.
Spring Research & Publications Intern  
Environmental Law Institute

**Position**  Internship (Fall or Spring Part-Time)  
**Type:** Internship (Fall or Spring Part-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). 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. Compensation is not available, but a transportation stipend is provided.

Applications for the spring internship will be accepted until Thursday, December 10, 2015 on a rolling basis. To apply, send a cover letter explaining interest and availability, resume (include overall GPA), and 3-5 page analytical writing sample to:

Intern Coordinator  
Environmental Law Institute  
internsearch@eli.org
Please direct all inquiries and applications to internsearch@eli.org. Phone calls are not accepted.

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.

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<tr>
<th>Job Function:</th>
<th>Agriculture/Natural Resources/Environment, Research</th>
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<tr>
<td>Desired Class Level(s):</td>
<td>Sophomore, Junior, Senior, Masters Candidate, Recent Grad (up to 1 year out), Alumnus/a (beyond 1 year out)</td>
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<tr>
<td>Duration:</td>
<td>1 semester</td>
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<tr>
<td>Approximate Hours Per Week:</td>
<td>at least 15</td>
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CFPB Summer 2016 Pathways Interns - Office of Research  
Consumer Financial Protection Bureau (CFPB)

**Position**  
Summer Internship

**Type:**  
Summer Internship

**Desired Major(s):**  
Behavioral and Social Sciences/Economics, Behavioral and Social Sciences/Applied Economics (GRAD)

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

**Description:**  
The Office of Research (OR) in the Research, Markets, and Regulations Division (RMR) is realizing the CFPB’s mission by bringing an empirical, data-driven approach to the analysis of consumer financial markets. OR provides the main analytics to understand consumer behavior and support the Bureau’s actions in policy-making, supervision, and enforcement.

The Pathways Internship Program is a Summer 2016 internship for current (students have to be enrolled at the time they apply, they have to be enrolled in the term just before the start of the internship, and they have to be enrolled in the term following the internship) undergraduate and graduate students. Interns work directly with a seasoned member of our team to assist in a variety of policy and research projects. We provide the on-the-job training needed to be successful and assign interns to one project to be completed in the twelve week program. Interns build strong relationships with our staff, and can segue into Research Assistant positions in the future.

How to apply to the Pathways Internship:

Visit our website:  
http://www.consumerfinance.gov/jobs/location/

- October 19, 2015: general posting for all CFPB divisions, specify the Office of Research (Research Markets and Regulations, Office of Research) in the application

Components of the application include:

- Resume (required)
- School transcripts program showing current enrollment (required)
- Proof of enrollment (required for graduate students who may not actively be taking classes)
- Short questionnaire (required – administered on the application website)
- Cover letter (strongly recommended)

Internships are open only to current students. Applicants are encouraged to apply as soon as possible.
Job Function:

Desired Class Level (s): Junior
Economic Security Research and Writing Internship
Center for Global Policy Solutions

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

Desired Major(s): Arts and Humanities/Communication, Public Health/Behavioral and Community Health, Public Policy/Public Policy (GRAD), Office of Extended Studies/M.Prof.Studies: Applied Economics

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

Description: Global Policy Solutions (GPS), a social change strategy firm based in Washington, D.C., seeks an experienced researcher and writer to assist with policy product development. As a member of the Global Policy Solutions team, the research and writing intern will assist in conducting, analyzing and synthesizing research and writing policy products for GPS clients. The successful candidate will serve as a key member of the policy team. The ideal candidate will be an excellent writer, a creative and highly analytical thinker, a resourceful problem solver, and a highly productive worker. The position requires 20 hours per week.

Position Summary:

The successful candidate will serve as a key member of the policy team. The ideal candidate will be an excellent writer, a creative and highly analytical thinker, a resourceful problem solver, and a highly productive worker. The position requires 20 hours per week.

Duties:

Assist with research and drafting of fact sheets, policy briefs, and reports on assigned policy issues.

Locate and collect relevant documents and data from sources such as electronic databases, libraries, and government publications.

Prepare visual tools, such as tables and graphs, for conveying data to audiences.

Qualifications:

A B.A./B.S. candidate in a relevant area and relevant work or internship experience in a related field.

An M.A./M.S. candidate in a relevant area is a plus.

General knowledge of public policy, congressional legislative,
and federal regulatory processes.

Specific policy knowledge in at least one of the following issue areas: health, education, and economic security.

Excellent writing skills and the ability to present information in a variety of formats and styles for different audiences.

Strong organizational and administrative skills; with keen attention to detail.

Exemplary analytical, writing, verbal, and interpersonal communications skills.

Ability to develop work plans, set deadlines, work well with minimal supervision, prioritize assignments, and organize multiple projects and duties simultaneously while meeting deadlines.

Ability to work effectively as a member of a team, know when to act independently and when to consult for advice on decision-making.

Strong computer skills including familiarity with Mac OS, Microsoft Office, email clients, Internet research, and social networking tools.

Ability to quickly gain an understanding of additional policy areas or technology as needed.

Ability to represent GPS responsibly and communicate effectively in various settings on a broad range of issues.

Strong commitment to diversity and equity.

This is a paid internship. The position requires 20 hours per week.

**Job Function:** Research

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

**Duration:** 6 months

**Approximate Hours Per Week:** 20 - 30 hours per week

**Qualifications:** General knowledge of public policy, congressional legislative, and federal regulatory processes.

Specific policy knowledge in at least one of the following issue areas: health, education, and economic security.
Excellent writing skills and the ability to present information in a variety of formats and styles for different audiences.

Strong organizational and administrative skills; with keen attention to detail.

Exemplary analytical, writing, verbal, and interpersonal communications skills.

Ability to develop work plans, set deadlines, work well with minimal supervision, prioritize assignments, and organize multiple projects and duties simultaneously while meeting deadlines.

Ability to work effectively as a member of a team, know when to act independently and when to consult for advice on decision-making.

Strong computer skills including familiarity with Mac OS, Microsoft Office, email clients, Internet research, and social networking tools.
Public Opinion Research Intern
Program on International Policy Attitudes, The

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

Desired Major(s): All Majors

Location: Washington, District of Columbia (United States)

Description: INTERN: Public Opinion Research
The Program for Public Consultation (PPC) at the School of Public Policy at the University of Maryland was established to develop the methods and theory of public consultation and to conduct public consultations. In particular it will work with government agencies to help them consult their citizens on key public policy issues that the government faces.
PPC has paid internship positions available starting immediately. We are looking to hire 2 interns to work at our downtown Washington, DC office (located near the Dupont Circle metro) either on a full-time or part-time basis. An individual may have the opportunity to continue working beyond the fall term as well.

Interns assist with office, communication, and research duties, depending on the needs of the organization and his or her interests. In addition to research, duties include assisting in event planning; updating and maintaining Voice Of the People (VOP) and our affiliate organization databases; gathering information and data from the Internet, government, and non-governmental libraries; preparing reports, graphs and presentations using Microsoft Excel and PowerPoint; helping with media monitoring and social media outreach; and answering phones.

The ideal candidate would be a current undergraduate with an interest in public opinion research, public policy, government, political psychology, and/or sociology. We are seeking individuals with experience using the Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) and conducting Internet and LexisNexis-based research.

Interns will also assist with a related campaign, Voice of the People (www.VOP.org) that focuses more on domestic political issues.

To apply, e-mail cover letter including your time availability (days and hours available) and resume to info@pipa.org to the attention of Allison Stettler. For more information, consult the VOP website, www.vop.org, and the PPC website, www.public-consultation.org.
Applications will be considered on a rolling basis, so applying soon is recommended.

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<td><strong>Duration:</strong></td>
<td>Fall Term, extension through Spring Term is possible</td>
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<tr>
<td><strong>Approximate Hours Per Week:</strong></td>
<td>20-30</td>
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<td><strong>Salary Level:</strong></td>
<td>$9.00/hour</td>
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<tr>
<td><strong>Qualifications:</strong></td>
<td>The ideal candidate would be a current undergraduate with an interest in public opinion research, public policy, government, political psychology, and/or sociology. We are seeking individuals with experience using the Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) and conducting Internet and LexisNexis-based research.</td>
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Research Intern
International Center for Terrorism Studies--Potomac Institute fo

Position Type: Internship (Fall or Spring Part-Time), Winter/January Term Internship

Desired Major (s): Arts and Humanities/Central European, Russian, and Eurasian Studies, Arts and Humanities/History, Arts and Humanities/Arabic Studies, Behavioral and Social Sciences/Criminology and Criminal Justice, Behavioral and Social Sciences/Government and Politics, Undergraduate Studies/Pre-Law

Location: Arlington, Virginia (United States)

Description: Internship Program at the ICTS
The International Center for Terrorism Studies (ICTS) is an independent, not-for-profit policy research institute associated with the Potomac Institute for Policy Studies, located in Arlington, Virginia. Established in 1994, the activities of ICTS are guided by an International Research Council that offers recommendations for study on different aspects of terrorism, both conventional and unconventional. ICTS is also affiliated with: the Inter-University Center for Terrorism Studies; the Inter-University Center for Information Warfare and Cyber-Terrorism Studies; the Inter-University Center for Science and Technology Studies; and the Inter-University Center for Legal Studies (International Law Institute, Washington, D.C.).

Purpose and Scope
There exists the need to educate policymakers and the public in general, on the nature and intensity of the terrorism threat in the twenty-first century. As a member of the academic and research community, the ICTS has an intellectual obligation, as well as a moral and practical responsibility, to participate in the international effort to arrest the virus of terrorism. The purpose of the ICTS therefore, is four-fold:
1. To monitor current and future threats of terrorism;
2. To develop response strategies on governmental and non-governmental levels;
3. To effect continual communication with policy-makers, academic institutions, business, media, and civic organizations; and
4. To sponsor research programs on critical issues, particularly those relating enabling technologies with policy, and share the findings nationally and internationally.

Activities
ICTS has sponsored, co-sponsored, and participated in over 100 seminars, briefings, and conferences in the United States, the United Kingdom, France, India, Israel, Spain, Sweden, Switzerland, Japan, Sri Lanka, Turkey, and Ukraine.
In addition, ICTS published 40 books and 18 reports on topics including Combating Foreign Affinity Terrorism in America, Terror on the High Seas (Piracy), New Iranian Leadership Challenge, and the Evolution of U.S. Counterterrorism Policy. Finally, ICTS activities were covered extensively by television, radio and press in over 40 countries.

Call for Students

ICTS Internship Description: Internship responsibilities include research assistance and administrative support, conference coordination, editorial and publication assistance, and database development.

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<td>Qualifications:</td>
<td>Requirements: Students, with a 3.0 or higher GPA, and with a background or interest in terrorism, ethnic conflict, political violence, international affairs, history, public policy, computer science and law are preferred, though others accepted. Candidates should have relevant research experience, writing and editing experience, excellent organization and communication skills, strong MS Office skills and Internet research skills, and the ability to prioritize a heavy workload. Professional attire is expected. Interns are expected to work at least 3-5 days a week for Spring, Summer, and Fall semesters.</td>
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