



Advancing Opportunity,
Prosperity, and Growth

PAID POLICY INTERNSHIPS – FALL 2014
THE HAMILTON PROJECT AT THE BROOKINGS INSTITUTION

The Hamilton Project, an economic initiative at The Brookings Institution, produces research and policy proposals on how to create a growing economy that benefits more Americans. The Hamilton Project's economic strategy reflects a judgment that long-term prosperity is best achieved by making economic growth broad-based, by enhancing individual economic security, and by embracing a role for effective government in making needed public investments. More on the Project's work can be found at www.hamiltonproject.org.

The Hamilton Project seeks motivated, energetic, D.C.-based team players to serve as full-time or part-time interns for academic credit or a modest hourly stipend during the fall semester.

RESPONSIBILITIES

Hamilton Project interns will gain exposure to a broad set of policy topics while developing their analytical thinking and writing skills. Applicants should expect a range of responsibilities, broadly defined under the following categories:

General research and writing (40%)

Interns will assist with short-term research and other projects. Examples include research for policy memos, blog posts, or other Hamilton Project work products. In addition, interns would be expected to analyze data and create graphs for the Hamilton Project economic analyses, policy memos, presentations and other items.

Long-term research (20%)

Working with the Hamilton Project policy team, interns would help research potential topics and authors for future Hamilton Project work.

Policy Promulgation (20%)

Interns will work with the Hamilton Project's outreach and communications team in promoting the Project's proposals.

Event staffing (10%)

Interns may help prepare materials for events and work at various aspects of the event, such as registration.

Miscellaneous (10%)

The applicant should be prepared to help with general office support.

Qualifications

Applicants should be pursuing an undergraduate degree in economics or in a related field like mathematics or statistics and should have strong writing and analytical skills. Applicants should have taken introductory microeconomics and macroeconomics. Coursework in statistics or econometrics is highly recommended. Applicants will be expected to be proficient using Microsoft Excel. Proficiency with STATA, or other statistical software, is preferred.

A successful applicant will have a strong team work ethic and a belief that no task is too big or too small. Applicants should be juniors or seniors planning to live in the D.C. area during the fall of 2014.

Applicants should send a resume, cover letter, writing sample (no more than two pages), and an electronic unofficial transcript, and list of three references to info@hamiltonproject.org. Please include “internship” in the subject line.