



# ECONOMIC INNOVATION GROUP

## **Paid Research and Policy Intern**

The Economic Innovation Group (EIG) is a bipartisan research and advocacy organization dedicated to forging a more dynamic, entrepreneurial, and innovative U.S. economy for the 21st century. With its headquarters in Washington, D.C., EIG produces industry-leading data and research products, develops original policy ideas, and advances and implements creative legislative proposals that will bring new jobs, investment, and economic growth to communities across the nation.

### **About the Role**

EIG's Research and Policy intern will contribute to EIG's policy, research, communications, events, and administrative activities. Interns will engage in all areas of EIG's operations and work directly with EIG's Executive Team and staff on a wide variety of projects and topics. Interns will have a unique opportunity to contribute to policy and advocacy efforts impacting U.S. economic growth and new business and job creation. The successful candidate must be a self-starter with a background in congressional relations, economic policy, and/or economic research. Excellent research and writing skills, as well the ability to handle multiple tasks under short deadlines, are essential qualities.

Specific responsibilities will include, but not be limited, to the following:

- Policy research and congressional bill tracking;
- Researching and writing in-depth reports, briefing memos, and other policy documents;
- Assisting with events and outreach efforts;
- Managing incoming queries for data;
- Updating entries in EIG databases;
- Monitoring online conversation in EIG issue areas; and
- Supporting administrative and operations activities.

### **Details**

Applicants should send a resume and cover letter to **careers@eig.org** with the subject line "EIG Research and Policy Internship." The internship can start immediately and will run for 5 months. You will be expected to work 40 hours a week and will be paid \$20 per hour.

Please note: This position is based in Washington, DC. In response to COVID-19, EIG staff are temporarily teleworking. Once the office reopens, the person hired for this position will work in the EIG office in Washington, DC.

EIG is proud to be an equal opportunity workplace. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, gender, gender identity, parental or pregnancy status, national origin, sexual orientation, age, citizenship, marital status, disability, or Veteran status.