



## **Paid Research and Policy Internship**

The Economic Innovation Group (EIG) is a bipartisan public policy organization dedicated to forging a more dynamic and inclusive American economy. Headquartered in Washington, DC, EIG produces nationally-recognized research and works with policymakers to develop ideas that empower workers, entrepreneurs, and communities.

### **About the Role**

EIG's Research and Policy Intern will reside within EIG's research team but also contribute to policy, communications, events, and administrative activities as needed. Interns will have the opportunity to engage in all areas of EIG's operations and work directly with EIG's leadership 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 distressed communities, U.S. economic growth, and new business and job creation. The successful candidate must be a self-starter with a background in economic research and/or economic policy. Experience in congressional relations is also a plus. Excellent research and writing skills, as well the ability to handle multiple tasks under short deadlines, are essential qualities. Current third or fourth year undergraduates, graduate students, and recent graduates are encouraged to apply.

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

- Managing incoming queries for data;
- Updating entries in EIG databases;
- Obtaining, processing, and analyzing economic datasets;
- Conducting literature reviews and preparing synopses;
- Researching and writing reports and briefing memos;
- Conducting policy research and congressional bill tracking;
- Assisting with events and outreach efforts;
- Supporting administrative and operations activities.

### **Apply**

Applicants should send a resume and cover letter to [careers@eig.org](mailto:careers@eig.org) with the subject line "EIG Fall Research and Policy Internship." The internship can start immediately and will run through December. You will be expected to work at least 20 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 working in a hybrid telework and in-office schedule. Once the office fully 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.