



Impact Interns: Summer 2021

Organization Information

Organization Name:	D.C. Policy Center
Address:	1310 L ST NW SUITE 325 WASHINGTON, DC 20005
Website:	https://www.dcpolicycenter.org/
Organization Description:	Established in 2016, the D.C. Policy Center is a non-partisan think tank committed to advancing policies for a strong and vibrant economy in the District of Columbia. The D.C. Policy Center informs policymaking by offering data and analyses on the District's economy and demography. The D.C. Policy Center engages in policymaking by developing and promoting policy proposals, building coalitions to facilitate their adoption, and providing the strongest evidence and the most convincing arguments in support of our policy agenda. Our main audience includes key members of the District's policy world who collectively shape the direction of policy in the District, such as the Mayor and executive appointees; Councilmembers and their staff; career civil servants; and engaged advocates, employers, business groups, associations, academics, and analysts.
Intern Supervisor: (Name, title, email)	Emilia Calma, Director of Research and Policy, emilia@dcpolicycenter.org

Position Description

Internship Time Period (include projected dates):	<input checked="" type="checkbox"/> Summer 2021 Internship dates: 5/31/21 – 8/13/21 (flexible)
Hours Per Week:	20
Number of Weeks:	10
Undergrad/Grad Intern eligibility:	<input checked="" type="checkbox"/> Graduate <input type="checkbox"/> Undergraduate
Internship Description and Duties:	<ul style="list-style-type: none"> • Research and write report or series on a local policy issue including background research, data collection, and examination of similar reports • Monitor media coverage on policy issues associated with current projects • Track legislation related to key issues such as commercial and residential real estate, economic



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	<p>forecasts, city revitalization plans, and associated recovery efforts</p> <ul style="list-style-type: none"> • Assist with background research and publication preparation for other articles as needed • Help shape, manage, and deliver research and analysis projects following the D.C. Policy Center’s economic research agenda. • Collect, assemble, and analyze data. • Write findings in blog posts, papers, reports, and research summaries for internal and external audiences. • Follow national or other work—including academic work—focused on state and local public finance, regional economic growth, and urban economics.
<p>Description of long-term project the Impact Intern will lead or substantively contribute to:</p>	<p>We are seeking an intern to research and substantively contribute to a data driven policy report. While an intern will potentially have the freedom to choose a topic of their own, one project we could use significant help on regards taking lessons from trauma informed education and applying them to workforce culture to create a tool for employers.</p>
<p>Qualifications and/or skills desired:</p>	<ul style="list-style-type: none"> • Strong writing skills • Research experience • Quantitative analysis experience • Data visualization • Detail oriented • Demonstrated interest in the District as a city.
<p>This position requires specific clearances, background checks, or specific documentation upon hiring. Please list requirements or write Not Applicable.</p>	<p>Not Applicable</p>
<p>The following information is required from the intern:</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> Cover Letter <input checked="" type="checkbox"/> Writing Sample



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	<input type="checkbox"/> Other: _____
Interviews will be conducted via the following methods:	<input checked="" type="checkbox"/> Zoom <input type="checkbox"/> Google Hangouts <input type="checkbox"/> WebEx <input type="checkbox"/> Other: