

Anderson Economic Group Summer Internship

Public Policy and Economic Analysis Practice Area

Posted: October, 2017

Anderson Economic Group, LLC is looking for qualified candidates for a summer internship within our Public Policy & Economic Analysis practice area. The internship will be held at our East Lansing, Michigan office or our Chicago, Illinois office.

Responsibilities

Upon joining the firm, the right candidate will:

- Research and collect economic and policy data from publicly available data sets and sources.
- Analyze and manage data using spreadsheets and statistical software (e.g. Stata).
- Apply economic reasoning to answering public policy questions.
- Prepare written analyses and exhibits of data for public policy reports.
- Assist with administrative tasks such as filing, document production, proofreading, and project management.
- Assist with promotional activities such as writing white papers on relevant topics.

Preferred Qualifications

The position requires excellent research skills, analytic abilities, economic reasoning, writing, and oral communication skills. Graduate course work in economics, public policy, or a related field is preferred, as is experience in a professional office environment.

Proficiency with standard office software (particularly Microsoft Excel and PowerPoint) is required. Experience with analytical tools such as databases, mathematical (e.g. Matlab) or statistical software (e.g. Stata), and professional layout or document software (e.g. Adobe Framemaker) is preferred.

About AEG

Founded in 1996, Anderson Economic Group LLC provides consulting services to both the private and public sectors throughout the United States. Our clients include large and small businesses, state and municipal governments, and nonprofit associations. Our employees are required to adopt and support the AEG core values of *professionalism*, *expertise* and *integrity*, and to apply high internal standards for work effort and quality.

Hours and Compensation

This position requires approximately 40 hours of work each week during our normal business hours (8:30a.m. - 5:30p.m.). Anticipated start date is late May/early June. We would like the intern to work 10 to 12 weeks. Compensation includes an hourly wage, which will be determined based on the selected candidate's experience.

To Apply

We insist on high standards in our work and adherence to our core values, therefore only motivated individuals who thrive in a challenging work environment should apply.

Before applying, please review the Careers, Public Policy, Publications and other pages on our website: www.AndersonEconomicGroup.com. To apply, mail or email your resume, cover letter, and a two to five-page work sample demonstrating your writing and analytic abilities to:

Tyler Marie Theile
Human Resources Manager
Anderson Economic Group LLC
1555 Watertower Place, Suite 100
East Lansing, MI 48823
ttheile@AndersonEconomicGroup.com

In your cover letter please indicate which office you would like to be considered for (East Lansing or Chicago). Please also mention a report or case study from www.AndersonEconomicGroup.com that is indicative of the type of work you find most interesting at AEG. **Materials are due by January 30, 2018.**

We are an equal opportunity employer, and welcome qualified applicants from diverse backgrounds.