



Chicago Metropolitan Agency for Planning

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Chicago, Illinois 60606

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www.cmap.illinois.gov

Policy and Programming Policy Intern (PI2019) February 28, 2019

Job Category:	Policy Intern
Experience Required:	Current Enrollment in a Graduate Program
Salary Range:	\$15.00 per hour

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire 1 policy intern to perform research and analyses to support CMAP's ongoing policy work. The intern may also support capital programming and local technical assistance projects. CMAP is our region's official comprehensive planning organization. The agency and its partners have developed and are now implementing ON TO 2050, a new long-range comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois implement strategies that address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information.

Position Purpose

The intern will assist in research and analysis on a variety of policy topics by supporting literature reviews, best practices research, and quantitative analysis in demography, inclusive growth, regional economic trends, and tax revenue generation. The ideal candidate for this internship will have strengths in quantitative analysis, geographic information systems (GIS), and basic coding applied to large databases.

Essential Functions:

- Assist with research that enhances the agency's capacity to evaluate trends and develop policy recommendations in transportation, development, environment, regional economy, and other topics.
- Assist with data collection and processing of U.S. Census data, tax revenue data, and other datasets.
- Write issue briefs that explain findings.

Knowledge, Skills, and Abilities:

- Excellent data management skills and the ability to collect, manipulate, and analyze data in spreadsheets and large databases, as well as the ability to generate findings from these data and present results.
- GIS, database skills, and spreadsheet skills are required. Experience with ESRI GIS, SAS, STATA, R, or Python is a plus, but not required.
- Demonstrated ability to independently complete research projects and produce reports and issue briefs that are factual, original, compelling, and persuasive.

Education and/or Experience:

- Applicants should be enrolled in a Master's program in Public Policy, Planning, Data Science or Analytics, Engineering, Economics, Computer Science, or a related field.
- Prior work experience with large databases is a plus.

While the intern will be supervised by CMAP staff, they will be expected to take a high level of responsibility for their own work, and should be self-motivated.

Internship Timeframe

Depending on the student's availability, this is a full-time summer position beginning in May or June 2019. It could potentially continue into the 2019-20 school year, but that is not guaranteed. Minor start and end-date accommodations may be made upon request.

Contact Information

Please submit cover letter and resume via our website at:

<http://www.cmap.illinois.gov/about/careers>. Please refer to **Job Code (PI2019)**.

Posting End Date

This posting will close on March 28, 2019 at 5:00pm CDT.

The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.