

Psaros Center for Financial Markets and Policy

GEORGETOWN UNIVERSITY McDonough School of Business

INTERNSHIP AND FELLOWSHIP OPPORTUNITIES

EXECUTIVE BRANCH

U.S. TREASURY DEPARTMENT

- Description
 - Treasury student internships are unpaid opportunities in Washington, D.C. designed to provide high school, undergraduate, and graduate students with work experience and direct exposure to federal careers. Students may apply to up to three of twelve offices across the U.S. Treasury's D.C. headquarters. List of offices can be found [here](#).
- Deadlines
 - Spring Internship Period (January-May): Apply in October.
 - Summer Internship Period (May-August): Apply in December.
 - Fall Internship Period (September-December): Apply in June.
- Requirements
 - Résumé
 - Cover Letter
 - Unofficial Transcripts
- **Financial Stability Oversight Council (FSOC):**
 - [The FSOC Junior Fellowship](#) is a selective, fixed two-year program for new college graduates to work at the Office of the Financial Stability Oversight Council to monitor and maintain United States financial stability. Junior Fellows have exposure to multiple policy issues and opportunities to enhance their knowledge and skills. They typically perform a variety of tasks that include analyzing domestic economic and financial developments and financial stability risks, examining financial market data, and developing policy recommendations. Junior Fellows also support meetings of the Council and its various committees, which will include engagement with senior officials at Treasury and the various FSOC member agencies. Junior Fellows are usually hired at the GS-9 level and receive standard Treasury benefits.
- **Office of Domestic Finance:**
 - [The Domestic Finance Junior Fellowship](#) is a selective, fixed two-year program for college graduates to work at one of the Offices within Domestic Finance. Junior Fellows have exposure to multiple policy issues and opportunities

to enhance their knowledge and skills. They typically perform a variety of tasks that include analyzing domestic economic and financial developments and financial stability risks, examining financial market data, conducting analytical studies, and developing policy recommendations. Junior Fellows also support working groups and various committees, which will include engagement with senior officials at Treasury and various members from other Federal agencies.

U.S. SECURITIES AND EXCHANGE COMMISSION (SEC):

- SEC Scholars:
 - [The SEC Scholars program](#) is a ten-week paid position designed for students pursuing an undergraduate, graduate, or law degree. The program enhances the SEC's ability to recruit from a talent pool that is representative of all segments of society. It provides an opportunity for students to gain valuable on-the-job experience while exploring Federal business, IT, financial, and legal careers within the SEC.

THE WHITE HOUSE - OFFICE OF MANAGEMENT AND BUDGET (OMB):

- Summer 2024: **Applications have closed.**
- [Visit this link](#) to view upcoming fall internship deadlines as they become available
- Requirements
 - Use this [link](#) to create an account on OMB's job application portal

THE WHITE HOUSE - [COUNCIL OF ECONOMIC ADVISERS \(CEA\)](#):

- The Council of Economic Advisers offers three internship programs each year: Fall, Spring, and Summer.
- Summer 2024: **Applications close February 9, 2024.**
- The Summer 2024 internship program begins on June 10, 2024, and ends on August 16, 2024. Interns will receive a stipend of \$750 per week for full-time participation (minimum of 35 hours per week) or \$375 per week for part-time participation (15 – 34 hours per week). Internships will be hosted in person on the White House campus, located in Washington, D.C. Please note that living accommodations and relocation support will not be provided. However, we can provide a transportation subsidy to assist with local commuting costs to and from the D.C. work location.
- Applicants who receive an offer will be required to complete the Standard Form (SF) 86 to determine whether they meet security eligibility requirements. Information requested on the SF86 that could affect eligibility includes but is not limited to, an applicant's connections to foreign governments, criminal history, financial debts and tax compliance, and prior drug use (including marijuana, regardless of whether the marijuana use was permitted under state law).

- If you are interested in applying, please email PDFs of your resume, a transcript, and a cover letter to:
 - The Council of Economic Advisers
 - Email: recruiting@cea.eop.gov
- Eligibility Requirements
 - Must be a U.S. citizen
 - Have demonstrated interest in economics, statistics, mathematics, public policy, or finance with a strong academic record and passion for public service
 - Have excellent writing and analytical skills
 - Have experience using Microsoft Office and conducting research and analysis
 - Preferred candidates will have experience with Stata (or a similar statistical software)

U.S. DEPARTMENT OF COMMERCE:

- Description
 - [Commerce student internships](#) are unpaid opportunities in Washington, D.C. designed to provide high school, undergraduate, and graduate students with work experience and direct exposure to federal careers. Students may apply up to three of twelve offices across the U.S. Treasury's D.C. headquarters.
- Deadlines
 - Rolling; **NOTE:** Summer 2024 has closed
- Requirements: To apply for an internship, send your resume to intern@doc.gov and indicate your top 3 offices of interest in preference order and the session (summer, spring, or fall) for which you are applying

DEVELOPMENT FINANCE CORPORATION (formerly Overseas Private Investment Corporation)

- Application Portal Click Here: [USAJobs](#)
- Description
 - Graduate Students can apply for one of DFC's eight offices based in Washington, D.C. Internships are unpaid and can last from 12 weeks to 12 months.
- Deadlines
 - Summer - Apply by March 1
 - Fall - Apply by July 1
 - Winter - Apply by November 1
 - Spring - Apply by January 1
- Requirements
 - Enrolled for at least one year in a **graduate program**
 - **Undergrads may apply to the legislative affairs office**

- Résumé showing work schedule, hours worked per week, dates of employment, and duties performed.
- Cover Letter (*optional*)
- Unofficial Transcript(s) or proof of enrollment.

LEGISLATIVE BRANCH - CAPITOL HILL:

- If you are interested in working for your local Rep. or Senator, please reach out to our Program Coordinator, Andrew Devine: ad1933@georgetown.edu for more information on starting the application process.

THINK TANKS

Brookings Institution - The Hamilton Project

- [Summer 2024, Events and Communications Internship, The Hamilton Project, Economic Studies](#)

Brookings Institution:

- [Summer 2024, Research & Events Internship, AI and Emerging Technology, Executive Office](#)
- [Summer 2024, Finance and Data Analysis Internship, Office of Financial Services](#)
 - **Brookings requires that all applicants submit a cover letter and résumé. Please submit your résumé as instructed and add your cover letter as an attachment when you apply.** You are required to submit/attach a separate cover letter for each internship application. Your cover letter should highlight your educational experience and skills, along with an explanation of how this internship will contribute to your professional goals. *Please address your cover letter to Hiring Manager.*
 - **If selected as a finalist for the internship, you will be required to submit two letters of recommendation or provide two professional references.**
 - **Please note: Applications will be accepted until February 25, 2024. Applications not completed and submitted by the application deadline date will not be considered. Your application is considered complete when you receive an email confirming that your application was successfully submitted.**
 - [Click here](#) to learn more about the Brookings Internship Program,

Centers for American Progress (CAP):

- Summer Application Portal Yet to Open: [Click here to check back](#)

American Economic Institute (AEI):

- **[Summer Intern: Economic Growth and Innovation](#)**
 - AEI's summer 2024 internship program will have three start dates: May 14, 21, and 28, 2024. While the AEI internship program and all related programming will take place in person in Washington, DC, this spring, virtual interns may be accepted on a case-by-case basis. Please include your in-person or virtual preference in your cover letter.
 - AEI internships offer a unique opportunity for undergraduates, graduate students, and recent graduates to gain experience in research, writing, business, and communications at one of the nation's leading think tanks. Competitive candidates will generally have a 3.4 GPA or higher from a top-ranking college or university. The AEI internship program runs 12 weeks. Please see the internship program home page for updates about the program.

Centers on Budget and Policy Priorities (CBPP):

- Summer Application Portal Yet to Open: [Click here to check back](#)

CATO Institute

- **Summer Semester: Late-May to Mid-August:**
 - For the upcoming Summer 2024 term, the application opens on January 8, 2024, and must be completed by 11:59pm ET, March 10, 2024.
 - You will be notified of your application status by March 25, 2024. You will receive a final decision by April 15, 2024.
 - [Create your application](#)
 - Familiarize yourself with CATO's research Initiatives prior to filling out your application.