



BOSTON REDEVELOPMENT AUTHORITY

TITLE: RESEARCH INTERN – **Spring/Summer 2012 UNPAID**

SUMMARY OF RESPONSIBILITIES:

Under the supervision of the Director of Research, assist in collecting and analyzing economic, social, and demographic data and preparing written reports regarding demographic groups in Boston's neighborhoods.

QUALIFICATIONS:

- Work requires Bachelor's degree level coursework or Master's degree level coursework
- Proficiency with Windows and Microsoft Office, spreadsheets, databases, and library search engines is required
- The ability to interact well with the public and other staff is essential
- Coursework in statistics and/or research methods is critical

HOURS: Full or part-time internship, days and hours to be determined, (20 hours per week minimum)

ALL INTERNS MUST BE CURRENT STUDENTS

Forward resume and cover letter to:

BRA/EDIC Human Resources
43 Hawkins Street
Boston, MA 02114
617-918-5458 (fax)
An Equal Opportunity Employer
Hr.BRA@cityofboston.gov