Population Reference Bureau  
Washington, DC  
Summer Internship, International Programs  
2014

The Population Reference Bureau (PRB) informs people around the world about population, health, and the environment, and empowers them to use that information to advance the well-being of current and future generations. PRB analyzes complex demographic data and research to provide the most objective, accurate, and up-to-date population information in a format that is easily understood by advocates, journalists, and decisionmakers alike. With its commitment to putting information into action, PRB builds coalitions and conducts workshops around the world to give key audiences the tools they need to understand and communicate effectively about population. PRB also works to ensure that policymakers in developing countries and in the United States rely on sound evidence.

PRB’s work focuses on these core themes: Aging; Children and Families; Family Planning and Reproductive Health; Gender; Global Health; Inequality and Poverty; Migration and Urbanization; Population and the Environment; and Youth.

Position Summary: PRB’s International Programs seeks an intern for summer 2014 to work on projects for the Population and Poverty Research Network. The intern will spend the majority of time on two major assignments: populating a database of research projects on population, reproductive health, and economic development; and compiling web analytics to contribute to an end-of-project evaluation and report. The tasks required to accomplish these two projects include collecting and analyzing data from a variety of sources; compiling data and writing/editing concise summaries; fact-checking; problem-solving; and liaising with members of the department. The intern may be assigned to other tasks, dependent on availability and needs.

Project Overview: The Population and Poverty Research Network (PopPov) is a group of academic researchers and funders engaged in investigating how population dynamics (population growth, decline, aging, etc.) influence economic outcomes. The network is most interested in how population policies may be used effectively for poverty reduction at the household level and economic growth at the country/state level. The William and Flora Hewlett Foundation supports the network as part of a Population and Poverty Initiative intended to increase interest in and visibility of the research agenda within academic and funding communities.

Qualifications

- Enrollment in a master's degree or Ph.D. program in social sciences, demography, public health, economics, or public policy preferred. Demonstrated interest in population, reproductive health, or economic development preferred.
- Undergraduates with relevant skills and research experience will also be considered.
- Demonstrated proficiency with MS Office, including Word, Excel, and PowerPoint required. Experience working with databases and Mendeley preferred.
- Excellent written and oral communications.
• Research experience involving data analyses and interpretation.
• Ability to work with a broad range of individuals.

**Salary and Benefits**: Interns will work with their supervisors to establish a mutually agreeable work schedule for up to 35 hours per week. Salary ranges: $12-$18/hour. No other benefits are provided. Start date is dependent on the selected candidate’s availability, but preferably by **June 2, 2014**. Expect the internship to extend for approximately three months.

**To Apply**: Please send your resume with a cover letter, two letters of recommendation, and a copy of your academic transcript (unofficial is fine) to jobs@prb.org. In your cover letter, please indicate the reason(s) you are interested in an internship at PRB.

The deadline for all applications is **May 9, 2014**, but application materials will be reviewed as they are received, and interviews will be scheduled accordingly.

*The Population Reference Bureau is an equal opportunity employer.*