

Employer Name: American Enterprise Institute
Position Title: Staff/Research Assistant
Location: Washington, District of Columbia, United States of America
Industry: Research



Job Description:

The Selective Liberal Arts Consortium will hold its DC Recruiting Day in Washington, DC on Monday, January 6, 2020. Please be aware that travel is required to participate in this event, and interviews will take place on that date and at that location only. You will be notified by November 22nd if you have been selected to interview.

Please ensure that you have completed the work authorization status in your Handshake student profile as that will help you determine how closely you meet the employer's job/internship preferences.

The American Enterprise Institute for Public Policy Research (AEI) is seeking Staff and Research Assistants for employment beginning summer 2020. Employment opportunities consist of research assistant positions in the four program areas: economic policy studies; foreign and defense policy studies; domestic policy studies; and social, cultural, and constitutional studies. In addition, staff vacancies also occur in our development, events, talent development, public affairs, and communication departments. Staff positions provide opportunities to work with some of America's most renowned scholars, economists, legal scholars, political scientists, and foreign policy specialists doing research on current public policy issues.

AEI is dedicated to preserving and strengthening the foundations of freedom—government, private enterprise, vital cultural and political institutions, and a strong foreign policy and national defense—through scholarly research, open debate, and publications. Located in Washington, D.C., AEI is one of America's largest and most respected non-partisan "think tanks."

AEI research covers economics and trade; social welfare; government tax, spending, regulatory, and legal policies; U.S. politics; international affairs; and U.S. defense and foreign policies. The Institute publishes dozens of books and hundreds of articles and reports each year. AEI publications are distributed widely to government officials and legislators, business executives, journalists, and academics; its conferences, seminars, and lectures are regularly covered by national television.

Please submit a resume, cover letter, academic transcript (unofficial are acceptable), and a short writing sample (5 pages or less).

In addition to applying through Handshake, please apply online at: <https://www.aei.org/jobs>.

Positions require excellent organizational, research, writing, and computer skills, as well as the ability to multi-task. An interest in public policy is essential.

Competitive candidates will generally possess a 3.6 GPA from a top ranking college or university. Responsibilities include researching, writing, editing, event planning, and administrative work. Most academic department positions support more than one scholar, but are usually grouped by a general topic—healthcare, foreign policy, etc.

Contact: N/A

Duration: Permanent

Job Function: Administration, Fundraising & Event Management, Marketing - General, Research

Employer Description:

The American Enterprise Institute is a community of scholars and supporters committed to expanding liberty, increasing individual opportunity and strengthening free enterprise. AEI pursues these unchanging ideals through

independent thinking, open debate, reasoned argument, facts and the highest standards of research and exposition. Without regard for politics or prevailing fashion, we dedicate our work to a more prosperous, safer and more democratic nation and world.

AEI is a private, nonpartisan, not-for-profit institution dedicated to research and education on issues of government, politics, economics and social welfare. AEI's purpose is to serve leaders and the public through research and education on the most important issues of the day. AEI research is conducted through seven primary research divisions: Economics, Foreign and Defense Policy, Politics and Public Opinion, Education, Health, Energy and the Environment and Society and Culture.

Allowed School Years: Senior, Masters, Alumni

Allowed Major(s): All majors allowed

Work Authorization: US work authorization is required/ Eligibility for international students (non-US citizens or permanent residents)