

2020 Federal Reserve Bank of St. Louis – Research Division Summer Interns

In 2018, the St Louis Federal Reserve Bank (Fed) was ranked as a Top Workplace in the region. The Fed nurtures a truly inclusive work environment where innovation and excellence thrive. As part of the Federal Reserve System, it promotes stable prices and economic growth, fosters a sound financial system, provides payment services to financial institutions, supports the U.S. Treasury's financial operations, and advances economic education, community development, and fair access to credit. It directly serves constituents in Missouri, Illinois, Indiana, Kentucky, Tennessee, Mississippi, and Arkansas—with branches in Little Rock, Louisville, and Memphis.

About the Intern Program:

The Federal Reserve Bank of St. Louis has a Summer Internship Program that allows you the opportunity to learn about economics in the United States through the perspective of the Federal Reserve System.

The program consists of:

- Direct exposure to bank operations
- Valuable work experience in public service
- Developmental workshops
- Q&A sessions with senior leaders
- Departmental information and networking sessions
- Mentoring program
- Structured capstone experience

There are opportunities for undergraduate students who possess strong interpersonal, analytical, communication, and organizational skills with a solid work ethic and strong motivation to learn.

About the Research Division:

The [Research Division](#) conducts economic research and provides information and economic education services, all of which are used by policymakers, other researchers, teachers, students and the public. The division also supports the St. Louis Fed president in his role as a member of the Federal Open Market Committee.

The Research division's goal is to promote quality economic research, contribute to economic policy discussions, and provide premier information and economic education services to specialists and the general public alike while expanding the frontier of economic knowledge around the globe in the areas of money and banking, macroeconomics, and international and regional economics.

About the Available Positions:

Internships are available in multiple areas within the Research Division: Economic Education; Research Analysts; Project Management; Historical Online Collection/FRASER and Library; and Data Desk/FRED.

As an [ECONOMIC EDUCATION](#) intern, you will:

- Review online learning modules for ease of use and relevance to audience
- Work with staff to produce economic education content
- Work with staff to update the zone's e-mail database of educators
- Work with staff to host educator professional development workshops
- Support various website development initiatives

This position provides you with an opportunity to work with economic education professionals to test and develop industry-leading K-12 curriculum materials.

As a **RESEARCH** intern, you will:

- Research data sources and methodologies of macroeconomic data series.
- Compile anecdotal information from business contacts in the 8th district.
- Create charts and tables of economic indicators.
- Conduct statistical and econometric data analysis in programs such as STATA, Matlab, and R.
- Write summary reports on methodology and results.

As a [FRASER](#) intern, you will:

- Gain experience in library and metadata skills, as well as professional writing, document research, and evaluation of online resources.
- Produce content to add to the FRASER collection. Potential projects include:
 - Process a digitization project from start to finish, including scanning, image editing, and metadata creation.
 - Create a timeline of resources for a topic relevant to FRASER materials.
- Complete an internal project to add to FRASER's efficient and effective operations. Potential projects include:
 - Investigate FRASER collection for images to use for visual marketing.
 - Identify historical legislation relating to the Federal Reserve, banking, and economics to be added to FRASER.
 - Evaluate usage statistics.
- Write short articles for Inside FRASER and/or FRED Blog highlighting FRASER content.

As an intern with the [FRED](#) team, you will:

- Apply a newly developed metadata schema to FRED series
- Evaluate existing series against the source website documentation for further metadata clarification.
- Document metadata changes and process.
- Research datasets to organize indicators into release tables.
- Develop Python scripts to automate the metadata information, experience in Python is a plus.
- Write a short article for [FRED blog](#).
- Learn agile development best practices.

As a **PROJECT MANAGEMENT/BUSINESS ANALYST** intern, you will:

- Assist BA/PM with scrum ceremonies (daily stand-up, backlog refinement, sprint retrospectives)
 - Recommend fresh approaches to sprint retrospectives.
- Assist BA/PM with analysis in preparation for building new features/enhancing features
 - Current-state analysis
 - Future-state options
 - Fresh approaches to requirements elicitation
- Willingness to take notes and distribute for group meetings and other duties as helpful to the team

As a **LIBRARY** intern, you will:

- Work with online learning modules to make them available to various learning management systems
- Document metadata changes and process
- Give feedback on online content related to ease of use, ease of reading, and relevance to audience.
- Evaluate existing series against the source website documentation for further metadata clarification.
- Learn agile development best practices.
- Develop Python scripts to automate the FRED data and metadata updates.

Qualifications

- Must have a 3.5+ overall GPA
- Rising college junior or senior
- Candidate for Bachelor's degree in Economics, Business (finance or information systems emphasis), Education, or related field; or candidate for Master's degree in Library and Information Science
- Candidates with a demonstrated interest and strong proficiency in (a) math/statistics, (b) web development, (c) education or (d) agile project management are strongly preferred.
- All positions require excellent Excel, Word, and Adobe Acrobat skills. (Additional software requirements are noted within respective job descriptions).
- Interest in monetary policy, macroeconomics, and macroeconomic and banking data is a must.

Required skills

- Demonstrated analytical/critical thinking skills
- Excellent written and verbal communication skills
- Detail-oriented
- Strong interpersonal and organizational skills
- Ability to work independently while managing numerous projects and work processes

To apply:

Complete the online application for the Research Intern position at [Careers St Louis Fed](#)
 In addition to this application, the following documents must be uploaded in PDF or Word format and e-mailed to: research.internship@stls.frb.org Please use the following as the subject line,
Summer 2020 Research Intern: Last Name, First Name

- Cover Letter
- Resume
- Unofficial Transcript
- Brief Writing Sample
- Completed Summary File; available for download at:
http://research.stlouisfed.org/jobopps/Intern_Applicant_Summary_File.docx

Also, for questions or concerns, contact: research.internship@stls.frb.org

The Federal Reserve Bank of St Louis is an Equal Opportunity Employer.

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