



Model Development Intern Spring 2022 Job Posting

The Institute on Taxation and Economic Policy, the country's premier progressive tax policy research organization, seeks a model development intern for 24 hours a week for 13 weeks between January and May 2022, with some flexibility on precise dates. DC or remote. Interns both with and without outside funding are encouraged to apply. Internship intended for undergraduates. ITEP will ensure that each intern receives compensation of \$5,000 for the semester (minus taxes), paid every two weeks, combining funding from university or other sources and from ITEP.

ITEP believes in moving America towards worker justice, economic justice and racial justice by promoting progressive tax policy at a federal and state level. Our small, influential staff works with policymakers, reporters, and front-line partner organizations to research, support and develop tax policies that address inequity. Our unique microsimulation model and our research on corporate and individual taxes across income, race and geography steer the debate about tax justice. Join us to make a difference.

Responsibilities may include:

- Gathering, inputting, and manipulating data
- Performing code (PHP), database (PostgreSQL), and/or user interface (HTML/CSS/Javascript) tasks related to the ITEP microsimulation model
- Writing and executing VBA routines in Excel
- Researching, reviewing, and summarizing tools, libraries, and/or APIs
- Attending Zoom or in-person meetings
- Summarizing information for staff
- Writing technical documentation
- Other responsibilities as assigned

Qualifications:

- Interest in economic justice
- Attention to detail
- Excellent technical writing and documentation skills
- Ability to document processes and interfaces for less technical users
- Basic competency in at least one major programming language
- Basic competency with at least one relational database engine
- Awareness of the basic concepts of full-stack development
- Desire to learn, solve problems and ask questions
- Commitment to a welcoming and accepting workplace

Our Technologies:

- Microsoft Excel (including VBA)
- LAPP (Linux / Apache / PostgreSQL / PHP) stack on Azure
- C/C++

Outcomes may include:

- Improved knowledge of working with public datasets such as American Community Survey (ACS), Current Population Survey (CPS), IRS Statistics on Income (SOI), and Bureau of Labor Statistics (BLS).



- Increased understanding of relational database design
- Improved skills at all levels of full-stack development
- Improved tools development skills
- In-depth understanding of ITEP's microsimulation model structure

Applications accepted immediately until November 20.

Posting date: November 8, 2021

To apply: Send a single email with two attachments to internjob@itep.org. Subject line should be Spring 2022 Model Development internship.

Required Attachments:

1. Single PDF file containing one-page cover letter, one-page resume, and detailed documentation, including purpose and usage examples, for the code sample in attachment 2.
2. Plain text file containing a code sample in any major language (from a class or any source).

A link to a GitHub repository with a complete README is acceptable in place of the detailed documentation and plain text code sample.

Please do not call, we will inform all applicants when filled. **Cover letter should indicate whether applicant has funding from another source to assist toward compensation.**

The Institute on Taxation and Economic Policy (ITEP) is an Equal Opportunity Employer that values and welcomes diversity in the workplace. We strongly encourage all applicants, regardless of race, color, religion, gender, national origin, age, disability, marital status, veteran status, sexual orientation or any legally protected status. Proof of vaccination or health exemption required.