



Beeck Center for Social Impact + Innovation
Student Analyst – Inclusive Finance Team, Opportunity Zones
Job Description - Summer 2019

About the Beeck Center:

The Beeck Center is an experiential hub at Georgetown University that mobilizes talent to drive social impact at scale. We incubate and spread cutting edge ideas. We create unique networks of government, private and social sector leaders who come together through unconventional convenings to solve complex problems. And we equip and train future global leaders with the tools to flip prevailing orthodoxies about how and what the world *should* be.

We focus on scale. Moving from innovation to scale requires a systematic approach to delivering exponential, not marginal, outcomes. By shaping the very systems and structures that inhibit equity, we transform them to align with what the world *could* be. Our approach leverages the tools of data, technology, policy, and finance, and embeds collaboration, transparency and inclusion to improve people's lives.

As part of Georgetown, we are committed to the common good. We believe that the global economy and the systems that underpin it should work for everyone. That the most groundbreaking ideas and technology should be directed to improving the lives of everyone, not just delivering financial returns for a few. And that government and the social and private sectors should work together to restore trust between institutions and the people they serve.

About this position:

Student Analysts at the Beeck Center are motivated self-starters looking to drive social change at scale. They are passionate, responsible, detail-oriented, and intellectually curious. As an Analyst, you will be expected to contribute to team efforts, requiring flexibility and a strong work ethic.

The **Student Analyst – Inclusive Finance, Opportunity Zones** position is designed to specifically support one of our Resident Fellows focused on [Opportunity Zones](#). At the same time, you are charged to connect this work to the larger Beeck Center portfolio, which is focused on social impact by employing the tools of data, finance, and policy. While this position centers on Opportunity Zones and Renewing Communities & Investing for Impact Success, it is important that this work integrates with the Beeck Center's other areas of focus.

As a Student Analyst, *you* are among the “future global leaders” referenced in the “about” section and we care deeply about your academic, professional, and personal development. To that end, Student Analysts will receive both formal and informal performance management. Additionally, Student Analysts will receive opportunities for professional development, such as

attending conferences and workshops. Finally, you will participate in introspective exercises that are designed to help you discover and design your personal pathway as you embark on your career and (hopefully!) undertake a journey in the social impact space.

Responsibilities:

We are recruiting 2 Student Analysts to work with Beeck Center's Fellows in Residence [Lisa Hall](#) and [Jen Collins](#).

The 2017 Tax Cuts and Jobs Acts includes a tax incentive for investors to move capital into eligible low-income areas, known as Opportunity Zones. The Beeck Center is a hub for Opportunity Zone conversation and is focused on ways to drive capital to those communities in a way that truly benefits the individuals and families that currently live and work there. We work with the investor community to drive impact, give voice to the local communities, and convene multiple stakeholders through convenings, working groups and councils.

The Student Analysts will support this research and evaluation as follows:

- Stay up-to-date on Opportunity Zone, community development and inclusive finance/economy news
- Research past community development tools and other place-based investing initiatives
- Help organize events, including convenings and workshops
- Develop presentations to help further the work
- Support the team with other tasks that arise as the work develops

In addition to the specific responsibilities related to the data **Inclusive Finance, Opportunity Zones** and outlined above, Student Analysts will integrate their work with the broader Beeck Center team and portfolio. Moreover, this position will assist with core functions such as communications, synthesis, and operational tasks, related to the data collaborative.

Eligibility

For Summer 2019, we are interested in working with both Georgetown and non-Georgetown undergraduate and graduate students. This position is the right fit for you if you are looking for a challenge and want to grow professionally. We are looking for candidates with a strong combination of skills and abilities, with an emphasis on strong writers and students with research and analytical skills and professional workplace experience. Applicants with an interest and experience (related coursework and/or employment) in data, business, and/or finance are encouraged to apply. Georgetown students on work-study and non-Georgetown students with external funding are also encouraged to apply.

Qualifications

- Ideal candidates are comfortable with a start-up work environment and strive to tackle social challenges greater than themselves. An understanding of the opportunities and challenges facing the social sector is preferred, but not required. Knowledge of ongoing

efforts in the area of financial inclusion, in addition to areas such as policy innovation and data for social good, is a plus. In addition, the following skills and abilities are desired:

- Strong organizational, writing, analytical, speaking, and interpersonal skills; attention to detail is a must
- High level of professionalism is a must
- Strong technology and digital skills
- Visual design abilities and experience with Adobe Creative Suite is a plus
- Familiarity with social media management is a plus
- Prior experience in public, private, and nonprofit sectors
- Event planning experience is a plus

****Positions involve access to confidential material. Discretion, maturity, and confidential management of all incidental information acquired on the job is essential.*

Hours and Compensation:

Must be able to commit a minimum of 20 hours per week. Summer applicants can work up to 40 hours/week (full-time). Wages for hourly student employees are based on [Georgetown University's Student Employment Office guidelines](#), **starting at** minimum wage for undergraduates (\$14/hr) and \$15-20/hour for graduates.

To Apply:

Please email your **(1)** cover letter (1 page), **(2)** resume (1 page), and **(3)** a brief writing sample (maximum 4 pages) to Diana Acosta (Diana.Acosta@Georgetown.edu). Please put: "Student Analyst – Inclusive Finance, Opportunity Zones Summer Semester 2019 Application" as your subject line.

In addition to sending your cover letter, resume, and writing sample, [all applicants must complete this quick survey as part of their application.](#)

Applications will be considered on a **rolling basis**, with **final applications due Monday, April 8**. Applicants are **strongly encouraged to apply early**. We are planning for a **start date of May 28**, though please note that this may be subject to change and your preferences, as identified in the survey, will be taken into account.

Note on Housing for Summer Applicants:

The Beeck Center does not provide on-campus summer housing. Students interested in living in a subsidized on-campus dorm can apply for a [summer staff position](#) at Georgetown University, though unfortunately, those applications are due well before our summer hiring cycle. Summer



Staff who have already been hired into another position may find themselves in a good position to apply to the Beeck Center part-time.

The Beeck Center recommends GU and non-GU students to apply for paid [on-campus housing](#), or to search for individual or group housing off-campus, for which you will likely find much more affordable options. If you are selected for the position, we are happy to connect you with other summer student staff to coordinate shared housing. The Georgetown campus is easily accessible via [public transportation](#).