Intern, Mayor's Office of Data Analytics

The mission of the Mayor's Office of Data Analytics (MODA) is to deliver actionable insight and quantitative support to New York City through data analytics. Through analytics and subject matter expertise, we aim to

1) Support more efficient and effective delivery of services to New Yorkers for greater equity, safety and quality of life; and
2) Grow and advance data analytics throughout the City

Our work touches virtually every urban issue, including safety, physical infrastructure, economic development, social services, and quality of life. Depending on the needs of the city in different situations, MODA plays the role of strategic advisor, analyst, technical resource, and data evangelist to a host of internal and external clients and partners.

In addition to our work as an ideas incubator for civic analytics, MODA is responsible for implementing the New York City Open Data Law; the most ambitious and comprehensive open data legislation in the country. MODA works with the Department of Information Technology and Telecommunications (DoITT) to facilitate a more transparent and open government to increase civic engagement. Through New York City's open data policy – a citywide set of standards and guidelines – the City is delivering information through raw data and ensuring that New York City government is increasingly accountable and open for current and future generations.

Beyond presenting information to the public, these data sets serve as a rich resource for developers, civic groups, and anyone else to build applications on their own. The creation of new apps using this data fosters innovation and leverages talents across New York City to create solutions to tough problems.

TYPES OF INTERNSHIPS:

Analytics Interns: The primary role of the analytics intern is to translate data into insight. Specific responsibilities will vary, but will typically entail producing quantitative analysis to support on-going projects, agency-specific pilot programs, requests from senior City officials, and other duties as assigned by the Chief Analytics Officer and the Deputy Chief Analytics Officer.

Open Data Interns: The overall goal for Open Data is to make Open Data truly "Data for All." The primary focus for Open Data interns will be to support MODA's ambitious efforts to make that goal a reality. Responsibilities will vary, but could include: identifying new opportunities and innovative use cases for Open Data datasets, creating reports and recommendations on best practices in usability, as well as assisting with public events and engagement.

Education Interns: As part of MODA's mandate to grow analytics throughout the City, MODA collaborates with agency partners and academic and community partners to facilitate data and analytics education. MODA advises on cutting-edge, results-driven analytics and Open Data training and courses for City employees. Responsibilities include: developing high quality analytics and NYC Open Data training; and researching and identifying analytics techniques and accompanying use cases that match City analytics needs, including but not limited to: researching and identifying best practices for spreading civic analytics to multiple audiences across the City government, including analysts, managers, and operational teams.

Communications and Design Interns: Communication is an integral component of MODA's work as an ideas incubator. Responsibilities vary, but typically include: generating content for the MODA website, press releases, and reports; designing graphics and layout for presentations; creating infographics to support MODA analytics projects.

Data Strategy and Management Interns: As the leaders of citywide data strategy, MODA develops and implements strategy and processes around data standards, governance, and data sharing. Access to high quality, automated data is critical for MODA analytics and for growing analytics capacity citywide. Responsibilities include: identifying new opportunities and innovative ways to manage and catalog datasets, creating reports and recommendations on best practices and data stewardship, as well as assisting with project management and other duties as assigned by the Chief Analytics Officer and the Deputy Chief Analytics Officer.

There is no typical day at MODA. Interns must have a broad range of skills, but above all, they must be curious, flexible thinkers who love learning new things and tackling challenges on a daily basis. Ideal candidates will be able to work side by side with MODA analysts and provide immediate impact on a current MODA project of their choice.

PREFERRED SKILLS:
- Substantial interest and curiosity regarding the policy and operations of the city of New York.
- Strong quantitative and problem-solving skills; experience with empirical methods and data analytics including working with a diverse profile of data sets, building applied statistics or econometrics models, and/or conducting research
- Ability to balance competing priorities, complex situations and tight deadlines
- Ability to think outside of the box and develop novel strategies for analysis
- Ability to distill complex material into actionable recommendations
- Excellent written and oral communication skills
- An ideal candidate is energetic and resourceful, organized and results-oriented; a self-starter and team player
- Comfortable interfacing with senior management and stakeholders
- Comfort and some experience with general programming practices. Familiarity with a programming language such as R, SQL, Python, JavaScript or other scripting languages is advantageous but not required. Experience with other statistical and analytical tools such as STATA, SAS, SPSS and ArcGIS are a plus.

COMMITMENT:
Internship opportunities are geared for college and graduate students and are available full- and part-time, year round and are non-salaried.

TO APPLY:
Please send your resume and a letter of interest, including area of interest, to
MODAjobs@cityhall.nyc.gov