Mayor's Office of Sustainability

Position Title:_____**Data Science Intern**_____

Intern Job ID:_____**2033**_____

Education Level:_____**Undergrad and Graduate Students**_____

The Mayor's Office of Sustainability (MOS) is seeking a Data Science Intern to use data-driven methods and advanced analytics to support New York City's climate goals.

About the Office:

The Mayor's Office of Sustainability (MOS) is responsible for developing policies and programs to enhance the near-term and long-term sustainability of the City of New York, as outlined in the City's sustainability plan: One New York 2050: Building a Strong and Fair City (OneNYC). MOS is responsible for overseeing the goals outlined in OneNYC to make New York City the most sustainable large city in the world; achieve carbon neutrality; achieve Zero Waste to landfill by 2030; and improve New York City's air quality. MOS promotes the integration of sustainability goals and practices into the work of City agencies and the lives of New Yorkers.

About the Role:

MOS has a number of datasets it uses to test policy and program strategies and inform strategic decisions. However, datasets need periodic updates to incorporate new information and respond to changing MOS needs. Moreover, different teams have developed numerous datasets specifically to meet the needs of a specific project. Integrating these datasets would expand the Office's ability to develop robust models and complementary policies.
Key tasks include:

- Taking an inventory of existing datasets and their use cases
- Cleaning and integrating divergent datasets where feasible
- Identifying and incorporating external datasets
- Coordinating the sharing of data and use of data-driven methods across teams
- Providing as-needed data analysis support to MOS team members.
- Use Mayor's Office data security tools and protocols

Qualifications:

The incumbent would have experience in assembly and advanced analysis of datasets. In addition, the incumbent would be able to work across the technical verticals in the office to understand the various data needs, engage with other partners such as the Mayor's Office of Data Analysis and other City and State government agencies, and seek out new sources of data. The incumbent would be expected to report their findings and ensure that MOS staff are aware of the data tools available to

them. In addition, the incumbent would support select time-sensitive data analysis projects on an as-needed basis.

Requested Skills:

- Graduate students in fields of data science, public policy, urban analytics, or related field
- Data cleaning, management, statistical analysis, geospatial analysis, and data visualization using spreadsheets, database management software, and programming languages, including but not limited to Python
- Familiarity with or willingness to learn specific data tools such as Salesforce or ArcGIS
- Understanding of best practices for data management and structures
- Understanding of appropriate uses for data and analytic tools
- Experience collaborating and working with teams
- Ability to define data questions and seek out answers
- Strategic thinking and partnership development across stakeholder groups
- Inquisitive approach to problem solving
- In-depth knowledge of New York City preferred
- Willingness to learn about sustainability; No prior knowledge of sustainability concepts is a plus but not required
- College Student candidates must be an enrolled and registered student accumulating credits. Matriculation at an accredited college or graduate school. Employment is conditioned upon continuance as a student in a college or graduate school.

<u>**Salary**</u>:

Undergraduate College Students:	$15.75 per hour
Graduate Students:	$17 per hour

<u>**To Apply**</u>:

Click on <u>Internship Candidate Application</u> and submit an application, resume, cover letter and essay.

<u>**New York City Residency Is Required Within 90 Days Of Appointment**</u>
<u>**The City Of New York And The Office Of The Mayor Are Equal Opportunity Employers**</u>