



Mayor's Office of Operations

Position Title: Open Data Analytics Intern

Intern Job ID: 3080

Education Level: Undergraduate, Graduate

The Mayor's Office of Data Analytics seeks an Open Data Analytics Intern to help the NYC Open Data Team better understand and structure the more than 2,500 datasets posted on the NYC Open Data platform, and perform analyses supporting MODA programs in the civic tech space.

About the Office

The mission of the Mayor's Office of Data Analytics (MODA) is to help City agencies apply strategic analytical thinking to data in order to deliver services more equitably, effectively, and transparently. MODA's work with agencies touches on a wide variety of areas including: public safety, education, emergency management, transportation, physical infrastructure, and economic development. Depending on the engagement, MODA may serve as analysts, strategic advisors, technical resources, or project managers.

In addition to MODA's role as New York City's analytics center for excellence, MODA is responsible for implementing the New York City Open Data Law, the most ambitious and comprehensive open data legislation in the country. MODA partners with the Department of Information Technology and Telecommunications (DoITT) to manage the City's Open Data program, which has more than 2,500 publicly available datasets and 30,000 weekly users, and achieve Open Data for All, Mayor de Blasio's vision to maximize New Yorkers' engagement with City data.

About the Role

Reporting to the Open Data Program Manager, the Open Data Analytics intern will be responsible for assessing and making recommendations on dataset and data asset quality, documentation, and structure to help inform Open Data strategy and program management. In particular, the Open Data Analytics intern will:

- Survey the data available on the NYC Open Data portal, and build a rubric to gauge data quality, working in collaboration with MODA and agency staff
- Develop a system to monitor data quality—producing and distributing regular reports on compliance, and flagging areas for improvement
- Engage with agencies and the civic tech community to surface and solve data quality issues
- Complete ad-hoc projects as required by the NYC Open Data team. The position will also enjoy a degree of autonomy; additional projects based on the intern's skillset and interests may be scoped over the course of the internship.

Qualifications:

- Excellent written communicator
- Curiosity about policy and operations of local government
- Enthusiasm about government transparency
- Familiarity in using spreadsheets and data
- Some experience manipulating data in Excel and scripting language (R or Python) preferred
- Some experience with reporting preferred
- Experience with civic data and open source community preferred
- Experience building dashboards; design and development skills a plus
- 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.

Salary:

Undergraduate College Students: \$15.75 per hour

Graduate Students: \$17 per hour

To Apply:

Click on [Internship Candidate Application](#) and submit an application, resume, cover letter and essay.

New York City Residency Is Required Within 90 Days Of Appointment
The City Of New York And The Office Of The Mayor Are Equal Opportunity Employers