



Division of the Budget

School Aid Budget and Policy Intern Education and Arts Unit

The Education Unit is recruiting a highly motivated individual to be part of the section responsible for budgeting the \$34 billion School Aid program, the main source of State support for public elementary and secondary schools. Assignments may include analysis of education policy issues, review of proposed legislation, and evaluation of school district finances. This position will provide broad-based experience in multiple aspects of elementary and secondary education finance, as well as the opportunity to work within a politically sensitive and highly visible atmosphere.

Internship Opportunity Details:

The selected candidate will be responsible for:

- Analyzing the funding level and distribution of School Aid;
- Assisting in the development of policy and fiscal recommendations;
- Evaluating school district finances, including property taxes, spending and budgets, as well as Federal education funding;
- Analyzing policy issues such as school construction, pupil transportation, prekindergarten programs and charter schools;
- Reviewing proposed legislation; and
- Assisting in the development, implementation, and monitoring of education initiatives.

The position will offer the selected candidate a unique opportunity to conduct research and develop recommendations related to the State's education policy and financing.

Qualification/Skills:

Candidates with graduate or undergraduate-level coursework in education finance or policy are preferred, but all graduates and undergraduates with strong writing and analytical skills may be considered.

The successful candidate should enjoy working in a team environment, have an interest in education finance and be able to: prepare, analyze, and effectively present fiscal information; communicate clearly and concisely, both verbally and in writing; manage multiple assignments; and work proficiently with Microsoft Office applications.

How to Apply:

DOB offers paid hourly internship positions (hourly rate dependent on education level). To apply for internship positions, please complete the [Online Employment Application](#) and select "Student Internship". Please also select "School Aid" in the Professional Interests section.

If you have a disability and require assistance in applying for employment with the New York State Division of the Budget, or if you have any questions about working for the Division, please contact personnel@budget.ny.gov.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER