Global Programs

Data Management and Reporting Intern

Department Overview

Global Programs advances Boston University’s global strategy and serves as a champion for internationally oriented initiatives at home in Boston and abroad. We work to support a stronger, larger, and ever more diverse portfolio of global activities that builds on BU’s strengths.

The internship: As an intern, you will work directly with the Strategy & Communications functional unit, the team responsible for managing global development opportunities, building collaborative partnerships, and communicating to the University how these goals are being achieved. You will be working with the Program Manager to standardize and update all country reports.

Supervisor/Mentor:

Although you will report directly to one supervisor, guidance and mentorship to enhance the learning experience will come from a variety of sources to demonstrate a dynamic, multi-faceted professional setting. Your supervisor will be the Program Manager for Global Programs.

Learning Outcomes:

You can expect to leave the experience with a stronger understanding or ability for the following:

- Verbal as well as written communication skills
- Team collaboration (live as well as virtual)
- Time management and organizational skills
- Project management skills
- Online research skills
- Attention to detail
- Expanded knowledge of countries around the world.

How to Apply

Please apply online at http://www.bu.edu/casprograms/programs/internships