



The Conference Board's Summer Fellows program targets college students looking to gain real world business experience. Summer Fellows will have the opportunity to lead one or more summer projects addressing real business issues, recommend solutions, and to present their results to senior leaders. They will learn about the broad management and economics research agendas of The Conference Board and will participate in Conference Board events.

The Conference Board is the world's leading business membership organization, with a global network of nearly 2,000 enterprises in over 50 countries. We stand at the crossroads of business and society, creating and disseminating knowledge about management and the marketplace to help businesses strengthen their performance and better serve society. Working as a non-profit, global, independent membership organization in the public interest, we conduct research, convene conferences, make forecasts, assess trends, publish information and analysis, and bring executives together to learn from one another. To learn more about the Conference Board visit us on the web at www.conference-board.org.

- **CORE PROJECTS:** With the guidance of a TCB manager, each Fellow will tackle a core project that addresses a real issue or opportunity faced by that business unit. The project will be led by the Fellow, who may need to draw on others across the organization for information and support. Recommendations and conclusions from each project will be presented by the Fellow to a team of executives. Attached are sample projects from past summers.
- **SEMINARS:** Summer Fellows will attend frequent seminars to learn more about The Conference Board's research agenda. The following topics, led by senior executives, will focus on key business issues and on different departments.
- **PARTICIPATION AT TCB EVENTS:** Along with executives from member companies, Fellows will be invited to attend Conference Board conferences and Council meetings where appropriate. They will also be invited to participate in TCB social events—and our softball team.

THE PROGRAM WILL INCLUDE THREE MAIN ELEMENTS:

Most Fellows will be based at The Conference Board's New York headquarters, and will work four-day work weeks, generally Monday through Thursday 8:30 a.m. to 5:00 p.m. The program will last for 10 weeks of full-time engagement, beginning on **Mid-June through Mid-August**. Plans can be made for a slightly shorter participation, with a minimum of seven weeks worked, if necessary. Fellows will be paid a stipend of \$4,200 for the summer. (NOTE: **Stipends can only be paid to those eligible to work in the United States; therefore, applicants should be prepared to submit proof of eligibility to work in the United States.**)

The Program does not cover the cost of housing nor is housing reimbursable. This is the individual responsibility of the program participant.

Successful Summer Fellow applicants will have strong analytical skills and the ability to frame and analyze complex problems. They will feel comfortable taking initiative, and they will be able to work effectively with a diverse team of professionals across our organization. Finally, they will have good communication skills, a strong presence, and be able to synthesize and present the results of their efforts to senior executives.

Application for the program will be accepted from Mid-December of the prior year through February 1 of the program year. Submission must include cover letter, resume, SAT scores and GPA. All required information must be attached to be considered for the program.