American Management Association ~ 1601 Broadway, New York, NY

**Application Deadline Date:** Sunday, October 1 @ 11:59pm

**Interview Date:** Friday, October 27, 2017

**Sign up through Career Services website or directly at:**

Albert Einstein College of Medicine/Yeshiva University

Albert Einstein College of Medicine of Yeshiva University (Einstein) is one of the nation's premier institutions for medical education, basic research and clinical investigation. As a longstanding national leader in biomedical research, Einstein has 300+ research laboratories and has been awarded more than $199 million in funding from the National Institutes of Health. Einstein offers challenging, exciting, and rewarding careers for highly talented individuals who are dedicated to advancing pioneering educational and research initiatives. We pride ourselves in our humanitarian mission of serving the community and promoting an academic and working culture that is both supportive and collaborative. At Einstein, science is truly at the heart of medicine. The University offers an excellent compensation package, and a broad range of employee benefit plans, including the University's retirement plan. Staff members are eligible for four weeks paid vacation each year. We are located in the Morris Park section of the Bronx. The MTA local and express buses stop at our campus and the University provides a shuttle to nearby subway locations.

**Research Technician B**

We have over 40 shared research facilities at Einstein that provide our researchers with access to the most powerful and sophisticated genetic, molecular, structural, analytical, statistical and imaging technologies. These shared facilities enable our researchers to investigate the most compelling questions and successfully publish and obtain grant funding in
a very competitive research environment. We have exciting career opportunities to join our team as a Research Technician. Listed below is a sample of the typical duties and responsibilities for our Technicians.

Duties

• Assist scientists and other technicians in performance of laboratory and investigative procedures

• Assist in preparing research protocols and planning experiments

• Maintain, calibrate and operate laboratory equipment; coordinating repairs as needed

• Order and tracking laboratory supplies and maintaining inventory

• Assist in editing scientific publications, abstracts and posters

• May perform various techniques including: bioassays, ELISA assays, gel electrophoresis, western and northern blotting, small animal work, PCR, immunohistochemistry, protein and reagent purification, and other techniques as required

Clinical Interviewer

DUTIES

· Working closely under the direction of the Study Coordinator, assist in establishing treatment sessions/patient recruitment visits in the participating primary care practices

· Obtain informed consent and HIPAA authorization from study participants

· Administer research questionnaires to study participants, via in-person or phone, and conduct data entry

· Complete data collection and cleaning, performing regular audits to ensure that the data collected are complete and accurate, and that the research is being conducted as outlined in the protocol

· Assist with arranging meetings of study partners

· Report patient adverse events and protocol deviations to study coordinator and/or principal investigator

· Assist Study Coordinator with other activities as required, including but not limited to: conducting telephone recruitment calls, scheduling study visits, preparing and filing study documents.

Study Coordinator

The Study Coordinator is responsible for the coordination and data management, retrieval and analysis for an investigator-initiated study conducted at the Albert Einstein Cancer Center/Montefiore Medical Center.

DUTIES

· Coordinate clinical translational activities for processing of specimens at Einstein

· Supervise data coordination with regards to these trials and data summary reports

· Supervise appropriate and safe research participant management according to protocols.
· Lead and Implement Process Improvements; assist in the development of SOPs, SWPs, and clinical/laboratory protocol tools. Develop and conduct training modules and courses. Attend interdepartmental training opportunities. Assist in the development of CRF’s (Clinical research forms).

· Communicate research participant issues promptly and effectively to the regulatory office.

· Assist with collection of regulatory documents for research studies.

· Participation in study related meetings. Occasional travel may be required.

· Maintain clinical competence through continuing education including BLS, ACLS and HIPAA training.

· Adherence to all IRB policies, Good Clinical Practice, ICH and FDA guidelines.

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**Ascend Public Charter Schools**

Ascend Public Charter Schools provides an extraordinary liberal arts, college-preparatory education to students in educationally underserved communities in Brooklyn—New York City's most populous borough. Our overarching mission is to place our students firmly on the path to success in college and beyond, offering them an opportunity to transform their lives and the lives of their communities.

Founded in 2007, and having opened its flagship school Brooklyn Ascend Charter School in 2008, the Ascend network today comprises 10 schools in the Central Brooklyn neighborhoods of Brownsville, Bushwick, Canarsie, and East Flatbush. In school year 2017-18, more than 4,300 students in kindergarten through 11th grade from these and surrounding Brooklyn communities will benefit from the private school-caliber education Ascend schools provide.

**Ascend Teaching Fellowship**

The Ascend Teaching Fellowship offers an unparalleled opportunity to start your career in an intellectually stimulating, collegial environment at a high-performing charter network in Brooklyn, while also earning a master’s degree over the course of two years. The Fellowship places you in one of our 10 schools and includes multiple kinds of support to successfully launch your career as an educator. Beginning with a light teaching load, as you develop essential skills and build your confidence, you will take on more responsibility. Participate in a supportive community of highly knowledgeable educators who embrace a culture of ongoing professional growth. Develop your teaching skills through part-time teaching responsibilities and one-to-one guidance from a talented mentor teacher. Earn a full-time teaching salary while working toward your master’s degree over a two-year period. Visit our fellowship page for more details.

We are looking for Teaching Fellows who are intellectually passionate—and enthusiastic about developing intellectual passion in our students—and who are excited about Ascend’s liberal arts program, positive approach to discipline, and commitment to serve all students in truly public schools. We seek Teaching Fellows who are deeply committed to urban education and our ultimate goal of closing the achievement gap for the children of Central Brooklyn.

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**CamberView Partners**

CamberView Partners is the leading source of independent, investor-led advice for management and boards of public companies on how to succeed with investors. CamberView helps clients interact with investors from a position of strength and stay ahead of potential issues. When faced with a challenge, CamberView develops the playbook clients use to win contested situations and difficult shareholder votes. CamberView designs specific engagement strategies
tailored to each investor and proxy advisor; crafts proxy materials that build shareholder support; develops messaging that resonates with critical decision-makers; instructs companies on how to avoid common mistakes; and coordinates among clients’ advisors to deliver success.

**Analyst**

CamberView seeks a talented and highly motivated Analyst for its advisory business who will play a vital role in supporting all aspects of the firm's core business. The Analyst's responsibilities will include, but are not limited to, the following: Assist in identifying and analyzing corporate governance, activism and contested M&A issues facing public companies and assist in developing a plan for successfully advising companies on these issues Help prepare sophisticated and effective information memoranda and management/investor presentations on key issues facing clients demonstrating an understanding of the client, its business and its governance structure Research, analyze and develop materials relating to corporate governance trends and shareholder takeover defenses for public company board of directors and senior management Help execute the firm's process for identifying and prioritizing client acquisition opportunities Collaborate in building a strong firm and helping to execute on the operational aspects of a small fast growing enterprise

**Carney Sandoe & Associates**

CS&A is an educational recruitment firm that places teachers and school administrators in private, independent, and charter schools across the nation and worldwide. We have placed over 32,000 teachers and administrators in independent schools since 1977. Our strong network comprises the top private schools across the country.

**K-12 Teacher and School Administrator at Private Schools, Nationwide**

Each year, our team of experienced Placement Associates works with these great schools to help fill thousands of teaching positions available in all primary and secondary subjects each year. All fees are paid by the client school; personal and professional placement services are free for job-seeking candidates.

As a candidate with CS&A, you will be supported by a personal team of experienced associates who will help you manage your personal profile and dossier of materials, introduce you to school administrators making hiring decisions at schools, and provide you with top-of-the-line advice as you progress in your job search.

Additionally, as a candidate, you may attend any of our 9 national recruitment fairs: events that allow you to interview and network with top school administrators looking for candidates like you.

Subject areas of high interest include but are not limited to the following:

- Elementary
- English
- Spanish
- French
- Chinese/Mandarin
- Biology
- Chemistry
- Physics
- Math
- Computer Science
- History
- Art
- Theatre
- Drama
- Religion
- Physical Education

Networking opportunities with more than 15,000 alumni

**Cigna**

At Cigna, we’re more than a health insurance company. We’re a global health service company.

Cigna works with employers and organizations around the world helping employees stay healthy and on the job. We work closely with brokers and consultants to develop innovative programs, help individuals and families improve their
health, well-being and sense of security—and lower their medical costs. And, Cigna provides access to a global network of local physicians and hospitals—as well as 24/7/365 live customer service.

**Underwriter**

If you’re looking to use strong analytical and math skills in a competitive, fast-paced environment, an Underwriting career at Cigna will allow you to do all this and more.

Underwriters evaluate the risk of insuring a potential Cigna customer and use that information to set premium rates for insurance policies. As part of our Underwriting team, you will directly impact our business on a daily basis, protecting Cigna’s sound financial position which enables us to meet our financial commitments to our customers.

Entry-level training classes are available in both the Cigna Group Insurance and Cigna Healthcare (Medical and Dental) businesses. The full time underwriting programs are an extensive learning opportunity that guides your experience through the early stages of your Underwriting career. The programs include a mixture of instructor-led classroom training, self-study, and on-the-job experience.

The programs will include approximately six to eight weeks of classroom training and three to six months of on-the-job training and experience. The training programs provide thorough education on Cigna products and services, insurance basics and risk dynamics, underwriting and risk selection, results oriented book of business management, negotiation skills, systems and tools, and contract language and terms. The knowledge and skills that the programs provide will set you up to be a successful Underwriter at Cigna.

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**City Year**

City Year was founded in 1988 on the belief that young people can change the world. City Year is an education focused, nonprofit organization that unites young people of all backgrounds for a year of full-time service aimed at keeping students in school and on track to graduation. At City Year’s 28 urban locations across the United States and two international affiliates, teams of trained young people called AmeriCorps members serve full-time in schools during the academic year as tutors, mentors and role models. By focusing on attendance, behavior and course performance, which identify students who are at risk of not graduating on time, AmeriCorps members are uniquely positioned to help students and schools succeed.

**CITY YEAR AmeriCorps Member**

What You’ll Do

Your service will focus on helping students get and/or remain on track to graduate by providing academic support, delivering behavior and attendance coaching and encouraging student engagement to promote a positive school climate. Beginning each day before the first school bell rings and staying until the last child leaves the after-school program; you’ll serve students, schools and communities through:

- Academic Support: Planning tutoring sessions and providing one-on-one or small group literacy and/or math tutoring before, during and after school; partnering with teachers and school staff to create and facilitate academic events and learning activities; regularly document students’ academic progress
• Attendance and Positive Behavior Encouragement: Leading energetic morning greetings, making attendance and positive phone calls to home, facilitating small group and one-to-one social-emotional skills development programs

• Community and School Improvements: Organizing and leading activities, celebrations and projects to improve the community and school environment.

Team-based service is at the heart of City Year. You will be assigned to a diverse team of 8-15 young adults and you will serve with that team for the duration of the year.

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Consumer Financial Protection Bureau

We are the Consumer Financial Protection Bureau, a U.S. government agency that makes sure banks, lenders, and other financial companies treat you fairly.

Research Assistant

Are you interested in using data to address some of the most challenging policy questions in consumer finance? Working at the Consumer Financial Bureau (CFPB) could be for you!

About the CFPB

The central mission of the CFPB is to make markets for consumer financial products and services work for Americans, and to empower consumers to take more control over their economic lives.

The Office of Research (OR) in the Research, Markets, and Regulations Division (RMR) is realizing the CFPB’s mission by bringing an empirical, data-driven approach to the analysis of consumer financial markets. OR provides the main analytics to understand consumer behavior and support the Bureau’s actions in policy-making, supervision, and enforcement.

Your impact

As a Research Assistant for OR, you will:

Collect and analyze data from primary sources, develop reliable reports, and prepare economic, statistical, or financial analyses for well-defined policy questions.

Conduct data analyses that directly impact our mission and help guide CFPB policies, procedures, and resources.

Communicate to senior leaders across the Bureau through written and oral presentations.

What you’ll get

Work on substantial and rigorous data-oriented policy projects that affect the day-to-day lives of millions of American families.

Work with leading subject-matter experts within their fields at one of the most ground-breaking agencies in the Federal Government.
Get hands-on experience and exposure to critical areas of the consumer financial market. Prepare for future graduate programs, including Ph.D. programs, Masters of Public Policy, and other graduate fields.

Previous Research Assistants have gone on to a Ph.D. program at the University of Michigan, an MPP program at Princeton’s Woodrow Wilson school, a pre-doctoral program working with leaders in economics such as Raj Chetty.

**Director’s Financial Analyst**

Why you should apply

- Contribute through data and policy analysis, structured thinking, and problem-solving.
- Help frame and influence substantive policy choices and agency-wide strategy.
- Spend two years rotating through various CFPB departments.
- Complete rotation assignments including conducting cutting-edge economic research, developing tools to engage and educate consumers, and tracking consumer trends within the product markets we regulate.
- Drive innovation through data analysis, which serves as the foundation of Bureau activities.
- Communicate to senior leaders across the Bureau through written and oral presentations.

**CFPB Summer Intern Program**

Working in the trenches with some of the Federal Government’s finest is just the beginning. Get a taste of how a high-energy bureau functions day-to-day while potentially gaining exposure to multiple divisions. Finally take those classroom lessons and apply them to the real world, while building a network of professionals that can mentor you throughout your career. And, you’ll be setting yourself up for potential full-time federal employment opportunities in the future.

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**D. E. Shaw & Co.**

Headquartered in New York City, the D. E. Shaw group is a global investment and technology development firm, founded in 1988, with offices around the world. As one of the world’s largest hedge fund managers, our firm has earned an international reputation for successful investing based on innovation, careful risk management, and the quality and depth of our research and staff. With a culture that combines some of the best aspects of academia, finance, and technology, we pride ourselves on a work environment that promotes collaboration, integrity, and adherence to the highest possible ethical standards.

**Generalist**

We are seeking individuals with impressive records of achievement to join the D. E. Shaw group. Generalists are considered for one of several departments at the firm, including corporate development, investor relations, risk, and treasury, where they work on challenging, high-impact projects. Successful generalists are effective communicators and critical thinkers who take a highly analytical approach to solving problems. They excel at managing multiple projects and are motivated by a strong desire to learn and an interest in taking on new challenges.
We are looking for candidates with 0-5 years of experience who have demonstrated remarkable talent in their academic and/or professional endeavors, and we neither expect nor require previous finance knowledge or experience. We welcome applications from individuals in all academic disciplines; recent generalist hires include computer science, economics, and humanities majors, as well as Ph.D.s in scientific fields. In keeping with our firm’s culture, we are more interested in talent, curiosity, and motivation than we are in any particular skill or experience.

**Generalist Intern**

The D. E. Shaw group is seeking motivated individuals with a desire to learn and contribute to join its internship program. Generalist interns will have the opportunity to work in one of several departments at the firm, such as product development, investor relations, corporate development, treasury, or risk. We are looking for critical thinkers and effective communicators with impressive records of achievement; generalist interns are highly analytical and excel at taking initiative and managing multiple projects.

As a generalist intern, you’ll collaborate with employees on challenging, high-impact projects that require creative problem-solving. Past generalist interns have analyzed data about new funds and counterparties, built risk models, and evaluated whether and where to open offices overseas. You’ll be assigned a manager who will mentor you and support your professional development, and you’ll have opportunities to learn about the firm and the industry from both internal and external experts.

We are looking for students approaching their final year of full-time study. We neither expect nor require previous finance knowledge or experience, and we welcome applications from individuals from all academic disciplines; recent generalist interns majored in economics, biomedical engineering, public affairs, and social studies. In keeping with our firm’s culture, we are more interested in talent, curiosity, and motivation than we are in any particular skill or experience.

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**Educator's Ally**

Educator’s Ally connects teachers and administrators with independent schools. Since 1975, EA’s highly personalized approach to recruiting has been valued by schools and candidates alike. With New York roots and a national reach, EA represents and recruits for day and boarding schools across the country.

**Entry-Level Teaching Positions**

Educator’s Ally is seeking candidates interested in entry level positions in independent day and boarding schools. These positions include, but are not limited to, Assistant Teacher and Fellows. Assistant Teachers teach across disciplines in a Lower School (Pre-K-4) or Middle School (5-8) classroom and Fellows teach a specific discipline (ex. Spanish, Chemistry) in Upper School (9-12). Other opportunities include associate level positions in Development and Admissions. Coaching and/or participation in extracurricular activities is often expected from Assistant Teachers and Fellows in addition to classroom responsibilities.

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**FactSet**

FactSet is a financial data and software company headquartered in Norwalk, Connecticut with offices in 35 locations worldwide. As of March 17, 2015, annual subscription value reached $1.005 billion, and headcount passed 6,900. FactSet has been publicly traded on the New York Stock Exchange under the symbol FDS since 1996 and on NASDAQ.
under the same symbol since 2009. FactSet was ranked #48 on FORTUNE’s "100 Best Places to Work" list in 2015 and has consistently been recognized as a great workplace by leading publications.

**Client Solutions Associate**

FactSet’s world-class service is built on our employees’ ability to engage our clients through proactive consultation on the financial industry and FactSet’s sophisticated software and product offerings. The Client Solutions Development Program provides new employees with the foundational knowledge they need to successfully build careers within FactSet. Through this program, employees quickly gain exposure to FactSet’s solutions, clients, industry and various teams within our client-facing organization.

Client Solutions Associates begin their careers with comprehensive in-person training, followed by working with clients first over the phone and then through a series of career rotations to best match each individual’s passions and strengths with their career destination. Throughout the program, Client Solutions Associates will develop a wide array of skills and provide value to our clients by:

- Developing a deep knowledge base across our business, products, and clients
- Communicating with impact in person and over the phone while mastering presentation and public speaking skills both internally and externally
- Asking effective questions in various situations to gather information, uncover needs, and create solutions to foster a truly collaborative and consultative partnerships
- Defining key industry terms and concepts important to FactSet’s clients to be seen as an industry expert
- Using advanced product knowledge and understanding of FactSet’s product suite to identify and implement solutions specific to client and user workflows including Excel modeling, company research, and portfolio analysis

A rapidly growing company like FactSet is committed to attracting the best and the brightest talent to propel its expansion. Client Solutions Development Program, while challenging and rewarding, can lay the foundation for a long-term career at FactSet.

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**Federal Deposit Insurance Corporation**

The Federal Deposit Insurance Corporation (FDIC) preserves and promotes public confidence in the U.S. financial system by insuring deposits in banks and thrift institutions for at least $250,000; by identifying, monitoring and addressing risks to the deposit insurance funds; and by limiting the effect on the economy and the financial system when a bank or thrift institution fails.

**FDIC’s Financial Institution Specialist**

***OPEN ONLY TO SENIORS WITH MAJORS OF STUDY IN ECONOMICS OR A RELATED FIELD (INCLUDING MATHEMATICS AND STATISTICS)***

Unique Careers for Great Minds!

This is an entry-level trainee position with the Federal Deposit Insurance Corporation, one of the nation's premier bank regulatory agencies. Financial Institution Specialist (FIS) positions are located at 85 FDIC office locations throughout the U.S. Successful applicants are placed in a 3-4 year training program leading to professional certification as a commissioned Financial Institution Examiner or Resolutions and Receivership Specialist. The program includes both
formal classroom and on-the-job training, and every participant is assigned an individual coach or mentor. Participants receive regular grade and pay increases during the program as they complete established training benchmarks. During the first year of the program, participants perform rotational assignments to become familiar with the Corporation’s major business functions. They are then placed in one of three disciplines to complete the requirements for a commission: (1) Risk Management (to evaluate the financial condition of insured institutions); (2) Compliance/Consumer Protection (to ensure compliance with fair lending, consumer protection, and community reinvestment statutes and regulations); or (3) Resolutions/Receivership Management (to oversee the closure of failed financial institutions and management of the ensuing receiverships).

**FDIC’s Financial Management Scholars Program**

***OPEN ONLY TO JUNIORS MAJORING IN ECONOMICS OR A RELATED FIELD (INCLUDING MATHEMATICS AND STATISTICS)***

As one of the nation’s premier financial regulatory agencies, the FDIC offers outstanding opportunities for learning and career development, while performing meaningful work. FDIC employees combine in-depth expertise on finance and banking operations with a commitment to public service.

Start your Career in the Company of Great Minds!

The FDIC is currently recruiting students in their junior years for the highly selective Financial Management Scholars Program (FMSP). The FMSP is a paid, 11-week summer internship that will provide highly-qualified college juniors majoring in economics, business, accounting, finance, or a related field (including mathematics and statistics) with an opportunity to get hands-on experience evaluating bank operations, business plans, risk management strategies, and consumer protection practices. Participants will work with teams of FDIC employees responsible for examining the financial condition of insured financial institutions, protecting the public’s insured deposits, enforcing consumer protection and fair lending laws, and managing the assets of failed financial institutions. At the end of the program, successful participants may receive offers to come work for the FDIC after they graduate.

**Jane Street**

Jane Street is a proprietary quantitative trading firm, focusing primarily on trading equities and equity derivatives. We use innovative technology, a scientific approach, and a deep understanding of markets to stay successful in our highly competitive field. We operate around the clock and around the globe, employing over 600 people in offices in New York, London and Hong Kong.

**Trading Desk Operations**

Jane Street is a global proprietary trading firm, with offices in New York, London, and Hong Kong. Founded in 2000, we now trade a wide range of financial products on virtually every electronic exchange throughout the world. We trade based on our own models, using quantitative analysis and insights to enable us to make competitive markets in even the most complicated products. Technology is at the core of our business, and software development is integrated into everything we do.

Our greatest strength is our people. We hire great people to solve complex problems in a highly collaborative, collegial environment. Over the years, we have cultivated an honest organization where we can all can focus on meaningful results rather than office politics. At Jane Street it’s in everyone’s best interest to teach and learn from each other. We believe in a combination of autonomy and strong mentorship, and we work in project-oriented teams.
We have a casual, high energy work environment that includes daily catered breakfast and lunch, fully stocked kitchens, an on-site gym and bike storage, along with many other excellent employee benefits. Jane Street is proud to be an equal opportunity workplace.

In this role, you will help manage the operational side of the trading desk’s activities and interact with various internal groups and external parties. You will gain an in-depth understanding of the flow of the trading and settlement cycle, as well as the regulatory and operational considerations of each step. Traders will rely on you to monitor trading tools, manage and update complex spreadsheets, optimize existing processes and develop new tools for the desk. As you become more familiar with the day-to-day operations of the desk it’s expected that you’ll dedicate an increasing amount of time to the coding and development functions.

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**The Lewin Group**

The Lewin Group (Lewin) is a health care consulting firm. We support our clients with policy research and data analysis on Medicare, Medicaid and CHIP, health care financing, strategic workforce planning, health program evaluation, comparative effectiveness research and other important areas of the public health policy arena. We evaluate health reform options using data-driven financial modeling.

**Senior Research Analyst**

We’ll put you in the driver's seat on vital projects that have strategic importance to our mission of helping people lead healthier lives. Yes, we share a mission that inspires. We need your organizational talents and business discipline to help fuel ours. It’s the opportunity to do your life's best work.(sm)

The Lewin Group is a premier national health care and human services consulting and policy analysis firm with 45 years of experience finding answers and solving problems for leading organizations in the public, non-profit, and private sectors. Lewin’s strategic and analytical services aim to help clients:

• Improve policy and expand knowledge of health care and human service systems

• Enact, run, and evaluate programs to enhance delivery and financing of health care and family services

• Deal with shifts in health care practice, technology, and regulation

• Optimize performance, quality, coverage, and health outcomes

• Create strategies for institutions, communities, associations, foundations, governments, and people to make health care and human services systems more effective

In the wide-ranging field of human services consulting, The Lewin Group provides both depth and breadth of expertise. Currently, Lewin has more than 250 consultants drawn from industry, government and academia. They all share a strong commitment to Lewin’s core values of objectivity, integrity, analytical innovation, vision and dedication to client satisfaction.
As a Senior Research Analyst, you will perform a variety of research and analysis tasks to support consulting projects for federal and state governments, health plans, associations and foundations, hospitals and health systems. This is an excellent opportunity to work with intelligent people on important policy issues in a positive team environment.

Primary Responsibilities:

• Perform health care and/or health policy focused quantitative and qualitative research and analysis

• Conduct literature reviews and synthesize research findings

• Prepare information for clients, contribute to reports, and assist with project scheduling and coordination tasks

• You must be self-directed and creative as you will deal with some very interesting and complex issues

• As a key resource to others you must maintain a high degree of accuracy along with attention to detail, excellent oral and written communication skills, strong interpersonal skills and the ability to always meet deadlines

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**M&T Bank**

M&T Bank Corporation is a bank holding company headquartered in Buffalo, New York, which had assets of $123.2 billion at March 31, 2017. M&T Bank Corporation’s subsidiaries include M&T Bank and Wilmington Trust, National Association. M&T Bank has more than 775 domestic banking offices, free account access at more than 1,800 M&T Bank ATMs and more than 17,000 employees in New York, Maryland, New Jersey, Pennsylvania, Delaware, Connecticut, Virginia, West Virginia and the District of Columbia.

*Management Development Program (various divisions)*

Since 1983, M&T’s Management Development Program (MDP) has been the entry point for undergraduate students of all majors looking to further develop their leadership skills and grow their business acumen.

What can you expect from the Management Development Program?

• Non-rotational program with a direct-placement position, where you immediately add value

• Intensive training in communication, leadership, and finance; enabling you to apply these skills in daily roles

• Access to an instant peer group that is passionate about serving M&T’s communities and provide an understanding of all divisions at the bank

• Networking opportunities with senior leadership

Who We Are:

As an MDP, you’ll join one of the 20 largest commercial bank holding companies in the U.S. With over 17,000 employees and more than 800 branches, M&T serves more than two million consumer households and commercial clients. Established over 160 years ago, we’re regarded as one of the strongest and most highly respected regional banks in the country. Through our affiliate, Wilmington Trust, we are also a premier provider of wealth management and corporate trust solutions.
Memorial Sloan-Kettering Cancer Center

Memorial Sloan-Kettering Cancer Center, established in 1884, is the world’s oldest and largest private institution devoted to prevention, patient care, research, and education in cancer. Throughout our long history, Memorial Sloan-Kettering has set the standard of care for people with cancer. Our mission: the progressive control and cure of cancer through programs of patient care, research, and education. At MSKCC, you are part of a team with a purpose. All of our employees are part of a collaborative effort to set new standards in the prevention, treatment & cure of cancer. In recognition of your efforts, we will give you the opportunity to learn & grow, support & guide you so that you will achieve your goals & reward you in exceptional ways.

Research Technician (Lab)

The Research Technician, under direct PI supervision, assists investigators in research activities, carries out assigned laboratory duties according to standard procedures, and provides support to all technical staff, graduate students and post-docs. Responsibilities include, but are not limited to: Prepare routinely used reagents, stains, immunological assays, casting electrophoresis gels, and isolating and purifying substances; Perform in vitro studies; Prepare and maintain cell and tissue cultures; May use or operate equipment and instruments such as microscopes, spectrophotometers, centrifuges, pH meters, and other standard laboratory equipment; Schedules assignments and responsibilities for experiments to be performed; And records and writes reports and experimental findings. May also perform animal breeding and genotyping.

Physician Office Assistant

Physician Office Assistant Healthcare Administration December 2014 and May 2015 graduates who are committed to a career in health care and are seeking the opportunity to work in an organization where excellence and extraordinary service are primary operation goals, are invited to submit their resumes for consideration. The Physician Office Assistant acts as a liaison between the patient and the medical health care team on a daily basis. Responsibilities include screening patient calls, scheduling patient tests and appointments, and handling all administrative functions associated with the practice.

Session Assistant

Session Assistant Health Care Administration December 2014 and May 2015 graduates who are committed to a career in health care and are seeking the opportunity to work in an organization where excellence and extraordinary service are primary operation goals, are invited to submit their resumes for consideration. The Session Assistants acts as a liaison between the patient, family and the medical health care team during office visits. Responsibilities include orienting patients and families to Ambulatory Care, assisting with patient flow between the waiting and clinical areas, and ensuring that medical records are available and complete prior to their office visit.

Research Study Assistant

Research Study Assistant An important function at Memorial Sloan-Kettering Cancer Center is the acquisition and analysis of data related to the therapeutic and/or diagnostic protocols. The Research Study Assistant is actively involved
in the review of patient histories, the collection and computerization of information, and the development of reports. As a member of a multi-disciplinary research team made up of Physicians, Nurses, and Clinical Support Staff, you will contribute to a superior understanding of care provided to patients. Research opportunities are available in the following departments: Epidemiology, Medicine, Neurology, Pathology, Pediatrics, and Surgery.

**Morningstar**

Morningstar is an independent investment research and investment management firm

**Morningstar Development Program**

The Program: At Morningstar, we want people who are smart, creative, hard-working, curious, and passionate about their work. We hire all majors, including liberal arts, as we appreciate the different perspectives they bring to our company. We built the Morningstar Development Program to prepare recent college graduates for successful, long-term careers here at Morningstar. Throughout this two-year program, you will be placed in a cohort where you’ll receive ongoing career development, networking, mentoring, training opportunities, apprenticeship program opportunities, and exposure to different areas of the business to help you succeed at Morningstar.

The Role: We are accepting applicants with zero to two years of full-time work experience. While we look for individuals who have an interest in investing, we welcome all fields of study. If you are selected for the program, your first placement will be as a Client Service Representative. Client Service provides you with experience learning about Morningstar’s business, directly interacting with our clients, and building your knowledge about Morningstar’s data, products, and research. After your first placement in Client Service, MDPs are encouraged to rotate to one to two other areas of Morningstar’s business. Past MDP participants have moved into roles in client relationship management, research, data, investment analysis, human resources, marketing, etc. All positions are based in our Chicago office.

**The Rockefeller University**

The Rockefeller University is a world-renowned center for research and graduate education in the biomedical sciences, chemistry, bioinformatics and physics. The university’s 74 laboratories conduct both clinical and basic research and study a diverse range of biological and biomedical problems with the mission of improving the understanding of life for the benefit of humanity.

**Research Assistant**

We are currently hiring students for 1-2 year biomedical Research Assistant positions to work closely with senior scientists and participate in challenging, complex, cutting-edge research projects.

Research Assistants will learn an immense amount of information about science and discovery. The learning curve will be steep and the work hours long (on occasion), but it will all be worth it. The techniques will be complex and numerous and diverse, spanning the whole spectrum of translational research from molecular/cellular/genetic/chemical/bioinformatics to in vitro to in vivo. Your research will take advantage of the latest technologies and techniques, you will be an integral part of the lab, participate in journal clubs and lab meetings, and attend scientific lectures/talks/seminars. The unspoken luxuries also include our intimate community, extreme preside (number of Nobel prizes and laureates on-campus), incredible funding and core facilities, and the perks – free beer at our Faculty Club, river view, living in NYC!
After a two year period, Research Assistants go on to the top Ph.D., M.D. and MD/Ph.D. programs, while some choose to continue on as a third year researcher to learn more.

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**Success Academy Charter Schools**

Success Academy Charter Schools is a fast growing not-for-profit Charter Management Organization (CMO) that operates 14 public charter elementary and middle schools throughout New York City. Over the next decade, our network will grow to 40 schools that provide a phenomenal K-8 public education to NYC school children. Our dual mission is to:

1. Offer children in New York City an exceptional public education that prepares them to succeed in college and life.
2. Forever alter the educational prospects for all public school children by creating a “tipping point” moving a nation where educational failure is the norm to a nation that expects high-quality public school options for all children.

**Associate Teacher**

Our Associate Teacher position is a full-time teaching opportunity for individuals passionate about making an impact on public education – providing them world-class training to become Lead Teachers at Success Academy Charter Schools.

Associate Teachers who are not certified to teach will enroll in a 21-month Master’s and certification program through Touro College, earning a Master’s in General and Special Education, Grades 1-6. This degree program is fully funded by Success Academy.

**Operations Coordinator**

We are seeking an ambitious Operations Coordinator to join our Success Academies team!

Responsibilities:

- Supporting faculty, scholars, and families with a superior level of customer service, enabling teachers and school leaders to focus exclusively on teaching and learning.

- Developing and maintaining positive relationships with vendors and building teams such as Custodians, School Food, and School Safety.

- Actively collaborating with team members on school and network wide objectives fostering an environment of positive morale and productive feedback.

- Monitoring and creating safety policies and procedures and ensuring the attentiveness and efficacy of the school safety staff.

- Creating and implementing the logistical procedures to facilitate school events for internal and external participants, including scholars, faculty, and parents.

- Maintaining school aesthetics at a high level based on Success Academy standards through close work with school service providers.

- Managing food services to ensure on-time meals, availability for field trips, and compliance with federal food regulations, including sanitation standards and student lunch eligibility.
-Managing instructional and office supply procurement to ensure that all materials are in stock and teacher requests are fulfilled, while tracking expenditures.

-Managing and tracking the inventory of instructional and office supplies.

-Overseeing facilities renovations, from project start to completion, ensuring that contractors' work is timely, of high quality, and on budget.

-Being the first point of contact for basic on site technology support and repairs. Schools as a full time employee in the wide array of opportunities we have available.

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**Teach For America**

Teach For America is the national corps of outstanding recent college graduates, graduate students, and professionals - of all academic majors and career backgrounds - who commit to teach for two years in low-income urban and rural public schools. Our corps members become lifelong leaders in the effort to make a great education and the opportunities that come with it a reality for all students. Teach For America’s network in the 2015-16 school year includes 9,600 corps members teaching in 52 regions across the country and nearly 45,000 alumni working in education and many other sectors to create the systemic changes that will help end educational inequity.

**2016-2017 Corps Member**

Minimum Pre-requisites for Applying:

- Bachelor’s degree by June 2016*
- Minimum 2.5 cumulative undergraduate GPA
- Citizen, national, or lawful permanent resident of the United States, or have received Deferred Action for Childhood Arrivals
- Candidates of all backgrounds, academic majors, and career interests encouraged to apply
- No educational coursework or certification required to apply

*The GPA requirement is mandated by our partner school districts and credentialing programs. Certain exceptions apply. Please see our website for details.
TransPerfect is one of the world’s leading providers of language services. With over 30 offices on 3 continents, TransPerfect provides a full array of services in over 100 languages to multinationals worldwide. These solutions include website globalization, software localization, subtitling/voice-overs, multicultural marketing, document management, and litigation support.

**Client Services Manager**

The Client Services team is a global group of account management professionals who specialize in the areas of Website, Software, eLearning and Gaming Localization, Website Development, Enterprise-wide Relationships and Program Management. The Client Services team is seeking a goal-oriented, energetic and talented individual who has a passion for problem-solving. The Account Coordinator is an entry-level position that supports the front-line account management and sales professionals responsible for retaining and growing client relationships.

Position responsibilities: Respond to client requests for new project initiatives. Collaborate with various members of the production and sales teams to assess the scope of work and produce cost estimates. Grow existing client relationships through service and technology lead development. Win new client relationships by attending sales meetings, participating in sales calls and preparing RFP responses and cost estimates. Take a proactive role in learning about clients' industry, business needs and company culture, educating the project team, identifying new business opportunities and providing a high level of service. Monitor and communicate project progress, ensure strict adherence to deadlines and budgets and ultimately produce high quality deliverables. Serve as the primary point of contact for client contacts. Set and fulfill client expectations. Perform other special projects or duties when required.

**Production Intern**

Responsible for full life-cycle project assignments, research and/or analysis

- Prepare project reports, progress summaries, and/or related data
- Analyze, generate and maintain records and other reference material necessary for departmental use
- Works closely with various departments (Sales, Quality Personnel) and internal partners to execute projects
- Answers and makes phone calls, responds to department-related questions and sends written material as appropriate
- Assist with general office work
- Perform other special projects or duties when required

**Project Coordinator**

The position of Project Coordinator is a key player at TransPerfect Translations. Project Coordinators execute all language/translation projects from start to finish and serve as a single point of accountability for their successful completion. They are responsible for the entire life cycle of all language/translation projects assigned to them and serve as a single point of contact/accountability. Individuals in this role are either more inclined to stick to a Project Management-oriented career path (working to become an Executive or Senior Project Manager, for instance) or a Management-oriented career path (working to become a Team Lead or Department Manager, for instance).

- Be responsible for the entire life-cycle of all language/translation projects assigned to the individual
- Juggle multiple projects and priorities simultaneously in a fast-paced environment
- Understand and abide by individual project instructions
- Liaise with sales staff to clarify project parameters
- Establish and maintain excellent relationships with contract translators and proofreaders globally
- Coordinate with quality personnel to ensure that the translation perfectly complies with instructions and is linguistically perfect
- Communicate any issues/problems/caveats or additional information to sales staff as soon as that information is available

**Sales Account Manager**

The position of Account Manager is responsible for developing new business relationships and serving as the first level of support to existing clients.

- Research prospective clients through several strategies including internet research, trade show lists, referrals, yellow pages, various professional directories and personal investigation
- Create accurate spreadsheets of prospective client data including names, titles, phone numbers, addresses and various other information
- Generate daily mailings to prospective clients using updated and accurate spreadsheets
- Cold call prospective clients
- Creatively problem solve to improve current new business development strategy
- Negotiate rates and deadlines with prospective and current clients
- Educate prospective and existing clients regarding the translation process, including TransPerfect’s rates, justification for turnaround time and competitors’ information
- Liaise with production to ensure that all jobs are handled appropriately and with keen attention to detail, resulting in a perfect product
- Consistently follow up with clients to ensure their satisfaction with delivery, quality and customer service
- Research and understand all industries that TransPerfect markets to including industry leaders, current events and any other pertinent data
- Perform other special projects or duties when required

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**Weill Cornell Medical College**

Weill Cornell Medical College is among the top-ranked clinical and medical research centers in the country. In addition to offering degrees in medicine, Weill Cornell also has PhD programs in biomedical research and education at the Weill Cornell Graduate School of Medical Sciences, and with neighboring Sloan-Kettering Institute and The Rockefeller University, has established a joint MD-PhD program for students to intensify their pursuit of Weill Cornell's triple mission of education, research, and patient care.

**Research Aide**

Under direct faculty supervision within Rehabilitation Medicine of Well Cornell Medical College, the candidate will perform research support to clinical research in rehabilitation.

**Research Tech I**

Under direction, performs a variety of activities related to the planning and performance of experiments using laboratory animals. The position will require the use of techniques of cell biology and tissue culture in the development of gene therapy strategies for disease

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Check out the FRC website for the latest updates on employer and position postings!