

## **Draft of Email Message to TAs and RAs**

Date: August 21, 2016

**Subject:** Opportunity for RAs and Analysts to support the Board's outreach program to the Howard University Economics Department

I am pleased to announce that as part of the Board's outreach to the Howard University Economics Department, a for-credit course will be offered this semester using Board staff as lecturers and mentors. ***Expository Data Analysis w/ R - ECOG 314*** will count toward Howard's economics degree major requirements. The class will meet at 1801 K beginning Friday September 2 from 9am to 12 noon. We are particularly looking for Board Staff who have (and want to keep current) academic skills. Please consider signing up for time slots and/or topics you could assist with and let me know. I have attached a copy of the syllabus to help you identify areas you could contribute.

If you would be available to be paired with a student as a mentor; to help them during the lab portion of the class, please let me know as soon as possible. Board senior management is supportive of this program, but you will need the approval of your section chief and assurance that this commitment won't compromise your duties to your section. I'm very excited about this chance to reach out to local students and share these top resources the Board has to offer and I hope you would join me.

Best Regards,

William