



Summer Internship (6102-10-i)

Position Information

Employer:

MDRC

Division:

Human Resources

Title:

Summer Internship (6102-10-i)

Description:

MDRC is seeking paid Summer Interns of diverse backgrounds for our New York City office to be part of multidisciplinary teams developing evaluation research on current social policy issues. Each intern will have the opportunity to support a range of projects within MDRC's five policy areas: Family Well-Being and Children's Development, K-12 Education, Young Adults and Postsecondary Education, Low-Wage Workers and Communities, and Health and Barriers to Employment.

Responsibilities:

The paid internship provides the opportunity to work with MDRC teams on a range of organizational and analytical tasks, including but not limited to:

- Assisting with program operations and program development activities for sites enrolled in MDRC research studies
- Supporting qualitative research design and, if possible, assist with field research at local NYC research sites
- Processing qualitative data
- Conducting literature reviews
- Close involvement in various stages of producing reports, proposals, and other written deliverables
- Assisting with innovative ways to communicate our findings to practitioners and policymakers
- Providing general project and management support for project teams, such as note-taking

In addition to these project responsibilities, candidates will participate in regular networking meetings with various MDRC staff to learn more about topic areas of interest and to understand the context of MDRC's policy work. Interns will also have the chance to attend trainings and talks to develop specific skills and knowledge areas.

Location:

Location #1

Nation Wide
no

How To Apply

<http://chm.tbe.taleo.net/chm01/ats/careers/requisition.jsp?org=MDRC&cws=1&rid=445>

Requested Documents:

- Resume
- Cover Letter
- Unofficial Transcript

NOTE: - A personal statement (no more than 1,000 words) that discusses (1) your interest in policy research, (2) your career interests and goals, and (3) how this internship, coupled with your academic pursuit and prior experience, will contribute to your personal and professional growth

- Two letters of recommendation from faculty members

Applications accepted via:

- Other

Important Dates

Posted On:

February 25, 2016

Applications Accepted Until:


April 02, 2016

City
New York
State/Province
New York
Country
United States

Position Type:

Internship

Salary Level:

An hourly rate will be provided. 

Requisition #:

610210-i

Qualifications:

Rising undergraduate senior in public policy, sociology, communications, or other related field
Demonstrated interest in social policy issues
Basic understanding of research methods and/or program operations work
Excellent attention to detail and ability to multi-task
Comfortable working in a team-oriented, fast-paced environment
Comfort with and interest in learning to use new software and technology
Very strong writing and communication skills
The eight-week paid internships, sponsored by MDRCs Diversity Council, will be based in MDRCs New York City office.

How to Apply:

Please submit the following documents by the application deadline of April 15, 2016 via our on-line application system:

Rsum accompanied by a cover letter

A personal statement (no more than 1,000 words) that discusses (1) your interest in policy research, (2) your career interests and goals, and (3) how this internship, coupled with your academic pursuit and prior experience, will contribute to your personal and professional growth

A copy of your transcript

Two letters of recommendation from faculty members

Only candidates selected for further consideration will be contacted. Candidates are expected to secure their own housing.

MDRC is an Equal Opportunity/Affirmative Action employer. MDRC does not discriminate, and all qualified applications will receive consideration without regard to race; color; national origin; religion; creed; sex or gender (including sex stereotyping and gender identity or expression); sexual orientation; citizenship status; pregnancy; disability; age; military or veteran status; marital or partnership status; genetic information, genetic predisposition, or carrier status; prior unemployment status; consumer credit history; status as a victim of domestic violence, sex offenses, or stalking; or any other category protected by applicable federal, state, or local laws. Legal work authorization is required.

