



Institute for Educational Sciences (IES) Research Grant Qualitative Internship

About the Organization

Research for Action (RFA) seeks to use research as the basis for the improvement of educational opportunities and outcomes for traditionally underserved students. We conduct culturally-responsive and equity focused research and evaluation studies to inform policymakers, practitioners, philanthropy, and the public at local, state, and national levels.

Internship Location

RFA's main office, located at 100 S. Broad St., Suite 700, Philadelphia, PA 19110, is currently closed due to the COVID19 pandemic. Despite this recent event, RFA is providing a challenging, high-quality, and meaningful remote internship experiences for our students.

To be considered for remote internships at RFA, interns must meet the tech requirements described in the Tech Requirements section below throughout the entire duration of the internship.

Project Description

Research for Action was awarded a United States Department of Education Institute of Educational Sciences (IES) research grant. The five-year study will examine the implementation, impact, and cost-effectiveness of AB 705, a California law that requires that community colleges maximize the probability that a student will enter and complete transfer-level coursework in English and math within a one-year timeframe and use, in the placement of students into English and math courses, one or more of the following: high school coursework, high school grades, and high school grade point average.

Intern Role

The qualitative project intern will help with the organization and analysis of data on the implementation of curricular reforms across the California community college system. Tasks will include the analysis of spreadsheet and interview data to assist with the classification of institutions based on their scale of implementation of state mandated reforms in community college course placement and academic supports

Intern Tasks

- Assisting with Project Administration – 25%
- Drafting Analytic Memos – 25%
- Descriptive Data Analysis – 25%
- Database Management – 25%

Required Skill Sets and Experience

The intern will need to be organized and willing to work independently as the work will be remote.

Preferred Skill Sets and Experience

While familiarity with community colleges reform is preferred it is not required.

Time Commitment

15 hours a week

Tech Requirements

If working remotely, we require that you have access to a personal computer with an up-to-date Mac or Windows operating system, up-to-date antivirus software, a functional webcam and microphone, and a stable internet connection at your residence. If hired, RFA will require a technology check of your remote system to ensure your working environment is compatible with ours.

Application

Review of applications will begin immediately and will continue until the position is filled, with an anticipated start date 01/10/2022.

Please use this link to apply: <https://app.smartsheet.com/b/form/b5f534e141964e94ae2af8f4632edff3>

Other Information

- Spring internships run from January through May.
- Target Start Date: **01/10/2022**; Target End Date: **05/27/2022**. The exact dates are based on the needs of the project and the availability of the intern. For this position, interns not receiving work-study will be paid \$8.00/hr.
- Only complete applications including Resume & Cover letter will be taken into consideration for the internship hiring.
- Applications will be considered on a rolling basis until all positions have been filled.
- At the time of application, must be actively enrolled in an accredited college or university, as a sophomore, junior, senior, or graduate student in good standing. Students might be eligible for continuation of their internship after graduation.
- Research for Action qualifies for work-study and PHEAA. Interns may also be eligible for course credit.
- Interns **might** participate in fieldwork to collect data for the project. Interns will need the following clearances, **if** asked to participate in data collection: Child Abuse, State Criminal Record, FBI/Fingerprints, in order to conduct fieldwork. It is desirable for applicants to already have clearances, but RFA will reimburse for and assist interns in getting clearances if necessary.
- If hired, a Form I-9, Employment Eligibility Verification, must be completed at the start of employment (reference page 3 of the I-9 Form for acceptable forms of ID).
(https://www.uscis.gov/system/files_force/files/form/i-9-paper-version.pdf)

Research for Action is an Equal Employment Opportunity Employer that is committed to building a culturally diverse staff. We strongly encourage applications from candidates of all backgrounds.