



## Postsecondary Policy Intern

### 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. Our work is designed to strengthen public schools and postsecondary institutions; provide research-based recommendations to policymakers, practitioners, and the public at the local, state, and national levels; and enrich the civic and community dialogue about public education.

### 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 continuing to provide challenging, high-quality, and meaningful internship experiences for our students. Should our main office reopen following state and local public health guidance during your Summer 2022 internship, you may be asked to complete the remainder of your internship by working in RFA's office.

To be considered for remote internships at RFA, interns must meet tech requirements described in Tech Requirements section below and **reside in the PA/NJ area** throughout the entire duration of the internship. At this moment RFA cannot offer internships to candidates outside of these two states.

### Position Description

Lumina's Talent, Innovation, and Equity (TIE) initiative awards multi-year grants and technical assistance for states to promote awareness of racial attainment gaps in postsecondary education and work towards the reduction and elimination of those gaps. With this initiative, Lumina intends to promote national awareness of the need to put racial equity at the center of state postsecondary attainment agendas.

RFA, with funding and strategic guidance from the Lumina Foundation, is evaluating the successes and challenges of state recipients of the Lumina Foundation's Talent, Innovation and Equity (TIE) grant. This study is particularly interested in whether and how the TIE grant supports state and institutional efforts to close racial equity gaps for students of color. Our evaluation applies a culturally responsive and racial equity lens to ensure our research considers race, equity, and cultural context in understanding how states utilize their TIE grants. With an explicit focus on racial/ethnic equity, this project aims to identify emerging best practices, inform Lumina's grantmaking strategies, and offer recommendations to help other states build their own agenda around racial equity gaps in higher education. Responsibilities for a TIE intern may include assisting with organizing and conducting student advisory groups, supporting interviews and notetaking, collecting background research, participating in team meetings, designing outreach materials, and providing feedback on reports. A TIE intern would need to have a passion for racial and social justice as well as a strong sense of teamwork and collaboration.

## Required Skill Sets and Experience

- Training in research methods, including conducting literature reviews and policy scans, and analyzing data
- Knowledge of, or interest in, postsecondary policy contexts
- Comfortable working quickly and efficiently to meet deadlines and possesses the ability to work on multiple projects at once
- Enthusiastic about working collaboratively with staff at all levels of project teams
- Highly skilled in the use of software/programs across multiple platforms, including Microsoft Office

## Time Commitment

Maximum of 20h per 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.

## Other Information

- Summer internships run from June through August.
- Beginning and end 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 \$15.00 per hour. 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 this position has been filled.