

**TITLE: Delores Barr Weaver Policy Center Research Intern**

**GENERAL DESCRIPTON:** Launched in January 2013, the Delores Barr Weaver Policy Center (Policy Center) engages communities, organizations and individuals through quality research, community organizing, advocacy, training and model programming to advance the rights of girls, young women, and those that identify as female at risk or involved in the juvenile justice system.

The Joan Amery van Vleck Fellowship is a one year award designed to be career focused and to equip the fellow with research and advocacy skills through a practicum experience at the Policy Center. Fellows increase their understanding of how research, advocacy, training and girl-centered, trauma informed intervention services are related to improving system responses to girls and young women. The research fellow will play a key role within the Policy Center's Research Team by engaging in assigned research activities and by providing support on various projects. The 2022 Fellowship will have a data analytics/technology focus as we are building dashboards and visualizations to support our research.

This fellowship can also be modified to an internship for a semester project.

**Primary responsibilities:**

- Assist with maintenance of Tableau dashboard including troubleshooting and updating public data when available
- Conducting preliminary data analyses by race/ethnicity, age, gender, and/or geography.
- Assist with development of data summaries using Power BI, MS PowerPoint and infographics where needed.
- Develop support materials for ongoing research and/or publications (summary data, tables, charts.)

**Competencies:** *Qualifications, Knowledge and Experience*

- The fellow/intern must be enrolled at an accredited university. Graduate students are preferred.
- The fellow/intern should be interested in social justice and research.
- The fellow/intern must be proficient in the Microsoft Office suite. Experience with SPSS, Tableau, Power BI and any other data analysis tool a plus.
- Knowledge of or willingness to learn different research methodologies.
- The fellow/intern should be organized, flexible, possess a professional work ethic, and be enthusiastic to gain new knowledge and embrace diversity.

**Duties and Responsibilities:**

Time commitment of this Internship is approximately 15 hours/week. At the end of this period, the fellow/intern will receive a stipend. Stipend is based upon successful completion of internship requirements.

The fellow/intern may work with data involving individual identifiers; the confidentiality of information the fellow comes into contact with needs to be maintained and the privacy of individuals must be protected. Fellows/interns will be required to obtain CITI training certification on the Protection of Human Subjects and background screening (at no cost to the fellow/intern).

We are accepting applicants on a rolling basis, interested applicants should complete the below. **All items below should be emailed together and submitted to [research@seethegirl.org](mailto:research@seethegirl.org) with a subject line "Research Data Intern applicant":**

1. A cover letter and current resume, cover letters should describe relevant coursework and or research experience/interests.
2. Provide contact information from a current/previous professor that can serve as a reference.
3. Using APA style, write a 1-2 page summary brief answering the question, In what ways can decision-makers (policy maker, law enforcement officers, judges, etc.) use data to improve outcomes for girls impacted by the juvenile justice system? Be sure to include a reference list (reference list does not count towards page limit).