



Society for Research in Child Development

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SRCD POLICY INTERNSHIP – SUMMER 2015 **16 hours/week, \$12/hour**

About SRCD: SRCD is a multidisciplinary, not-for-profit, professional association with a membership of approximately 6,000 researchers, practitioners, and child development professionals from over 50 countries. It was established in 1933 by the National Research Council of the National Academy of Sciences. The Society's goals are to promote multidisciplinary research in the field of child development, foster the exchange of information among scientists and other professionals in various disciplines, and encourage applications of research findings to improve the lives of children and families. SRCD publishes the premier journal in the field, *Child Development*, as well as *Child Development Perspectives*, *Monographs of the Society for Research in Child Development*, and the *Social Policy Report*. The internship will be hosted by SRCD's Office for Policy and Communications, which is located in Washington, DC.

Intern Responsibilities: The SRCD Policy Intern would assist staff with a number of projects, including *helping with these projects*:

- Preparation of Policy Update, a monthly e-newsletter sent to SRCD members focusing on federal policy developments related to children and families
- Coordination of activities for the University-Based Child and Family Policy Consortium (a collaboration of approximately 35 universities with child and family policy programs) including contributing to the preparation of a quarterly e-newsletter and assisting in conducting and summarizing a survey of program directors to help identify priorities for the consortium
- Preparation of a summary of career- and training-related resources (that have already been gathered) for graduate students and early career scholars interested in careers focusing on policy-related child development research
- Conducting and summarizing the results of a survey focusing on opportunities and training needs of graduate students and early career scholars interested in policy-related child development research

Qualifications: The SRCD office in Washington is recruiting an advanced undergraduate student who has had coursework related to child development and public policy. This person will need strong interpersonal, time management and research skills and must demonstrate computer proficiency in Microsoft Office applications. He/she will also need to be both flexible and proactive in his/her approach to work, and comfortable working independently and collaboratively within a small office environment. The ideal candidate will have had experience in conducting research, including developing and collecting data from questionnaires or surveys; coursework in research design and methodology; and some experience with data analysis.

Compensation: The SRCD Policy Intern would be paid \$12/hour. The internship entails 16 hours of paid work each week. The intern's work schedule would be flexible and would be developed in conjunction with SRCD staff to accommodate his/her other summer commitments.

Application Deadline: Rolling. SRCD is looking to fill this position as soon as possible and would like for the intern to begin by mid-May. The internship end date is flexible, although the ideal candidate would be able to commit through most or all of August.

Application Materials: 1) Cover letter, 2) Resume, and 3) Unofficial transcript/course list

To apply: Please send application materials to: internships@srcd.org