Organization: Results for America, What Works Cities Initiative

Role: Intern

Location: New York, NY

Program Overview

What Works Cities is a Bloomberg Philanthropies initiative striving to increase local governments’ use of data and evidence to improve the quality of life for city residents. What Works Cities will provide technical assistance to 100 US cities around the country, improving how they track and use information to make decisions about everything from economic development to public safety. What Works Cities is also building national momentum and developing resources to assist cities around the country in doing this work. Additionally, learning networks will provide on-going support to cities on best practices and lessons learned across cities.

Role of Results for America

Our team at Results for America serves as the What Works Cities Campaign Manager. In this role, we collectively own the success of this effort and continue to build it into a powerful and successful initiative. We ensure the effective operation of What Works Cities, including managing city relationships, coordinating the management of the What Works Cities partners and resources, and driving national communications and engagement around this work. Results for America is the center of gravity for a broader consortium of partners who collaborate to drive this work.

Job Description:

Results for America is seeking an intern with a commitment to advancing data and evidence based practices as part of our growing and diverse team. The ideal intern will have experience with research and data analytics and a background in the social sector and/or public policy. However, most importantly, we're looking for team players that have a tenacious work ethic, a can-do attitude, tactical digital savvy, and a sense of humor.

Responsibilities include but are not limited to:

* Assisting a core team with the development and execution of WWC programs and movements, which can span from strategy and ideation through testing and implementation
* Working closely alongside the team members within City Programs, Communications, Movement Building, Knowledge Management, and Learning Network
* Contributing to the incubation of new movement and city programs strategies
* Researching and tracking of best practices as relates to our work
* Effectively managing your assigned project work streams
* Writing copy for internal communications such as action emails, partner correspondence, etc.
* Various administrative tasks

The ideal candidate will possess the following qualifications:

* High school degree; some undergraduate and/or graduate experience
* Preference given to those with advanced analytical and research capabilities
* Demonstrated track record in the social sector
* Digital fluency and hands on experience with social media tools
* Able to combine high-level strategy and analytical thinking with tactical creativity and flair
* Excellent time management skills
* Organized and detail-oriented
* Able to work collaboratively and effectively as a member of a multidisciplinary team
* Can-do, self-starter mentality
* Ability to identify and acquire skills and knowledge specific to assigned projects - has the motivation and brain power to “go deep” and become an expert on topics central to projects’ needs and goals
* Confident communicator, presenter and writer
* Deeply committed to our mission of using data and evidence to better drive decision-making to improve the lives of residents.

Interns must be able to work at least 8 hours a week for a minimum of three months. Applications will be accepted until the positions have been filled. Internship periods are flexible and based upon the applicant’s availability and the organization's needs. All internships are paid.

To demonstrate your interest in this position, please email a cover letter and resume to madeleine@results4america.org.