



Rennie Center Intern

JOB DESCRIPTION

With a mission to advance policymaking and practice that leads to better outcomes for all students—especially those students who have been pushed to the margins in a society shaped by systemic racism and oppression—the Rennie Center for Education Research & Policy serves as an “action tank,” pairing research with on-the-ground practice to promote effective change within schools and classrooms and then leveraging these experiences to inform statewide systems change. Our approach is grounded in a deep commitment to empowering students, families, and educators to develop and drive ongoing, sustainable improvement that is adapted to the unique strengths and conditions of their local contexts. For more information, visit www.renniecenter.org.

The Rennie Center team has defined six core values that we seek to live out in all our work, individually, in collaboration with one another, and within the broader field: 1) Equity and Justice; 2) Integrity; 3) Community; 4) Balance; 5) Empathy; and 6) Learning. We are seeking current or recent graduate students who bring passion for our mission and are committed to advancing it by living into our core values to serve as summer interns.

POSITION OVERVIEW

The Rennie Center loves working with passionate individuals who are looking to pursue careers in education policy, research, or systems improvement work. Interns support the Rennie Center’s portfolio in a variety of ways and play an important role executing tasks on both short-term and multi-year projects and initiatives. Our summer interns join us full time for the summer months to support a range of projects across our practice, policy, and research portfolios. Interns gain a broad understanding of how the Rennie Center works within the fields of education research, policy, and practice, while building their networks through connections with Rennie partners and clients as well as exposure to a variety of organizations and system leaders. Samples of specific tasks an intern might have as part of their role include:

- Doing initial background research (e.g., literature reviews) on a specific content area or project
- Creating interview and focus group protocols and conducting them with key stakeholders
- Coding and analyzing qualitative data for key themes and trends
- Assisting with basic quantitative data analysis, including collecting, cleaning, and categorizing data sets and producing basic charts, tables, and other summaries of information.
- Assisting with event preparation and organization, including by creating speaker prep guides and materials, communicating with venues, and supporting the creation of agendas and professional learning guides
- Supporting onsite professional learning opportunities through notetaking, material prep, and assistance with facilitation

- Staying current on education policy through regular searches of news sources and participation in public events
- Writing policy briefs, blog posts, and other types of publications to highlight Rennie Center projects and findings

For the summer 2026 intern opportunity, candidates can expect to spend a large portion of their time supporting and attending Literacy Launch Institutes, one of Rennie's largest initiatives, in which we help lead four-day-long professional learning convenings hosting up to 300 educators each. This summer, we are planning four separate Institutes (two in June, one in July, and one in August). Interns must be available for in-person work and attendance at the institute weeks during the summer. Additionally, interns can expect to work on at least one research project and will provide support with our policy writing, as needed.

QUALIFICATIONS

- Deep commitment to equity and promoting access to opportunity for historically marginalized communities
- Self-starter able to work in a fast-paced environment and complete projects and tasks independently
- Excellent organizational skills, with the ability to manage and keep track of multiple moving parts at any given time
- Ability to communicate in a positive and effective manner with staff and project partners
- Exceptional writing skills, with the ability to craft clear, concise, and engaging content for diverse audiences
- Strong computer skills, including the Microsoft Office suite (Word, Outlook, PowerPoint, and Excel) as well as Google equivalents (Google Docs, Slides, and Sheets)
- A bachelor's degree, with some graduate school experience preferred.

Note: Undergraduate students may inquire about unpaid internships or volunteer opportunities, but the Rennie Center does not typically hire interns who have not yet graduated from college.

TO APPLY:

Send a resume and cover letter expressing your interest in working with the Rennie Center and what you hope to get out of an internship with us to Deputy Director Laura Cinelli at lcinelli@renniecenter.org. Please share in your email your availability for the summer, both your preference in terms of part-time or full-time work and your available start and end dates. Interns are paid an hourly rate, typically starting at \$25/hour.

The Rennie Center is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, and LGBTQ+ applicants. This job description is subject to change at any time.