



Mixed Methods Research Intern – 21C Out-of-School Time Project

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.

Project Description

RFA is the local evaluator for seventeen 21st Century Community Learning Centers (21st CCLCs). As the local evaluator, RFA produces mixed-methods reports that examine the implementation of the 21st Century programs and outcomes related to student attendance, academic achievement, and behavior. In addition to quantitative evaluation report requirements, RFA conducts observations, interviews, and focus groups to develop snapshots of out of school time (OST) program quality for formative purposes.

Intern Role

RFA is currently seeking a mixed-methods intern to join our 21st CCLC team. Interns on this project will work with the quantitative team to clean and analyze 21st CCLC program participation, school outcome, and survey data. Interns will also work assisting the qualitative team to analyze qualitative interview, focus group, and observation data. Duties include rubric scoring of qualitative transcripts, internal analytic memo writing, and data cleaning, merging, and analysis using the statistical software, Stata. Training in Stata is provided.

Intern Tasks

- Drafting analytic memos (estimated 35% of time)
- Cleaning data (estimated 35% of time)
- Assisting with interviewing (estimated 15% of time)
- Descriptive data analysis (estimated 15% of time)
- Other research tasks, as needed

Skill Sets and Experience

The intern for this project must be organized, curious, detail-oriented, and have strong writing skills. We are seeking a candidate that possesses experience or coursework related to both quantitative and qualitative research, and a desire to learn more about both methods. Prior experience analyzing qualitative data or using Stata is preferred but not required.

Hours Per Week: 15-20 hours per week. Maximum of 20 hours.

Other Information

- For this position, interns not receiving work-study will be paid \$8.00/hr.
- Only complete applications including Resume & Cover letter will be taken into consideration for the internship hiring.
- Must be actively enrolled in an accredited college or university, as a sophomore, junior, senior or graduate student in good standing.
- Summer internships run from May-September.
- Exact start and end dates are based on the needs of the project and the availability of the intern.
- Applications will be considered on a rolling basis until all positions have been filled.
- Research for Action qualifies for work-study and PHEAA. Interns may also be eligible for course credit.
- If hired, a Form I-9, Employment Eligibility Verification, must be completed at the start of employment (reference page 3 of the I-9 Form for acceptable forms of ID).
(https://www.uscis.gov/system/files_force/files/form/i-9-paper-version.pdf)

Research for Action is an Equal Employment Opportunity Employer that is committed to building a culturally diverse staff. We strongly encourage applications from candidates of all backgrounds.