

Position: EVALUATION AND RESEARCH INTERN  
Organization: United Way of Salt Lake  
Department: COLLECTIVE IMPACT – DATA TEAM  
Reports to: SENIOR DIRECTOR, LEARNING AND ANALYTICS  
Duration: 8 weeks (8-16 hrs/week)

### **ORGANIZATION BACKGROUND AND EVOLUTION**

UWSL has made a promise to our community—to change the odds so all children and their families have the same chance to succeed in school and life. Our role has evolved into a community problem-solving organization, dedicated to advancing the education, income, and health of our neighborhoods to ensure that every child succeeds every step of the way, from cradle to career. Our Collective Impact model brings many different sectors together to find innovative ways to address challenges, and develop lasting changes.

### **WORK ENVIRONMENT**

UWSL has been voted one of Utah’s Best Companies to work for three years in a row. Our work environment is fast-paced, friendly, committed, nonpartisan, and adaptive. Interns can play a vital role in our Collective Impact work. Each role fills specific needs. We celebrate success, and work toward ambitious goals. We hope to provide the necessary environment for individuals to develop essential skills.

### **POSITION OVERVIEW**

The intern will be an essential member of the Data Team and Collective Impact Department, engaging in critical thinking and analysis related to specified education, income and health outcomes. Our Collective Impact Department brings together people from schools, businesses, and government organizations to take action to help every child in our community succeed. Data Team provides the data that is at the center of these transforming conversations, and seeks an intern who can participate in the various stages of data access, analysis, and strategizing. We are a collaborative, high-energy, and creative team looking for an intern who can be a thought-partner and leader.

This opportunity is ideal for students who are majoring in statistics, applied mathematics business analytics, or in public health, psychology, education, business, or economics with a focus on statistics. The intern should be prepared to work in a fast-paced, team environment, and will finish the internship having gained broad experience in various aspects of data analysis, and having helped to shape UWSL’s data work. Has the option to work remotely with own computer equipment, but will be required to attend key meetings in our Salt Lake City office.

### **REQUIREMENTS**

- Master's/PhD in statistics, mathematics, business analytics, or a related field, or currently enrolled to obtain a degree in such a field
- At least two years of directly related experience in conducting program evaluation and/or research
- Strong analytical/critical thinking skills
- Proficiency in the use of Word, Excel, PowerPoint, google documents, etc.
- Proficiency in at least one statistical program

- Proficiency in locating, accessing, and synthesizing information from research studies/evaluation reports
- Demonstrated advanced knowledge, skills and experience in development and management of large, complex datasets, including quality assurance, data cleaning
- Ability to gather and analyze data, draw conclusions, and communicate results verbally and in writing to a variety of audiences
- Ability to work under minimal supervision

#### **KEY RESPONSIBILITIES**

1. Identify, critically review, and derive relevant points from evaluation reports and research studies related to specified outcomes, for the purpose of supporting analysis and data collection plans
2. Oversee data collection and data collection tools for certain evaluations, with a focus on creating meaningful, practical analyses
3. Contribute to communications that explain initiative results to a variety of audiences Design survey, interview, focus group and structured field observation tools
4. Design survey, interview, focus group and structured field observation tools
5. Actively participate in data team meetings and discussions related to a variety of data-related topics regularly co-design and conduct statistical analyses
6. Other duties as assigned

#### **BENEFITS**

Upon satisfactory completion of internship, the student will receive a stipend award and/or school credit.

#### **TO APPLY**

Email your resume, letter of intent, and three professional references to [jobs@uw.org](mailto:jobs@uw.org). Only complete applications will be considered for the position. The complete job description can be found at <http://www.uw.org/about-us/careers.html>