

EdRedesign

OPPORTUNITY FOR ALL

HARVARD



GRADUATE SCHOOL
OF EDUCATION

Job Title: EdRedesign's Institute for Success Planning Community of Practice Summer Intern

Type: Internship

Function: Other/Career

Salary: Standard Harvard student rate for continuing Harvard students

Weekly Hours: Full-time during an approximately eight-week duration from early June through end of July with possibility for additional weeks before and after this period

City: Cambridge and hybrid options available, must be able to be in person all Wednesdays and every day for the weeks of July 8-12 and July 22-25.

State: MA

Country: USA

Are you a Harvard student interested in cradle-to-career work to support children, youth, and families? The EdRedesign Lab at Harvard Graduate School of Education is seeking motivated and talented individuals to join our team for the Summer of 2024, with the possibility of continuing into the Fall 2024 semester.

Founded in 2014 by Paul Reville, former Massachusetts Secretary of Education and Professor of Practice of Educational Policy and Administration at the Harvard Graduate School of Education (HGSE), the EdRedesign Lab (EdRedesign) at HGSE provides catalytic support to the cradle-to-career place-based partnership field to drive systems-level change and open personalized pathways to opportunity. Our mission is to ensure the social, emotional, physical, and academic development and well-being of *all* children and youth, especially those affected by racism and poverty.

The landscape of opportunities for children, youth, and families is vastly inequitable throughout our nation. Factors *outside* of school explain much of the variance in well-being, educational attainment, and upward mobility, yet efforts to achieve equity for children and youth have largely focused on changing what happens *in* school. While we need good schools, we need strategies that go beyond schools to ensure that all children and youth thrive.

We believe strategies to expand opportunities for children and youth have two critical components: **place-based, cross-sector collaboration** to remove structural barriers and open pathways to opportunity; and **personalized, relationship-based supports**, what we call **Success Planning**, for children and youth to reach their full potential.

To support our growing field to drive transformational, systems-level change that serves the needs and talents of individual children and youth, our work focuses on talent development, actionable research, our Institute for Success Planning, and our *By All Means* initiatives.

Project Overview and Job Responsibilities

Success Planning is a personalized, relationship-based approach for ensuring all children and youth have a caring adult, in addition to their families, who knows them well, and co-creates a plan for ensuring their needs, interests, and goals are met by connecting them to supports and opportunities available in their

community. By creating new ways to understand and support each child as an individual with interests and goals, as well as needs for tailored services, all children and youth can thrive.

EdRedesign's Institute for Success Planning provides cross-sector teams of leaders from 16 communities, nationwide, an opportunity to participate in a year-long Success Planning Community of Practice to access support, build capacity, network, share ideas, and co-create promising practices that will inform implementation and scaling of their local Success Planning Initiatives. By creating space for collaboration, participants gain a deeper understanding of the key components, principles, and practices of Success Planning. The Community of Practice also creates a close-knit community of peers and fosters a learning environment that cultivates trusting relationships. Local community leaders build their capacity to create transformational change for children within their communities by creating, expanding, or improving personalized, relationship-based systems of support for all children. We are hiring one Institute for Success Planning Community of Practice summer intern to assist with the following areas:

- Assist the Director of the Institute for Success Planning and the Senior Program Coordinator with assigned administrative, programmatic, and event planning tasks to support the work of the Institute.
- Assist with technical support, planning, and implementation for the in-person Community of Practice Summer Workshop to be held from July 22nd-25th 2024.
- Provide thought-partnership and assistance in creating content, presentations, tools, resources, and templates for the Community of Practice Summer Workshop.
- Assist with outreach and follow up with local communities for related items and activities.
- Attend Success Planning meetings and broader related EdRedesign staff meetings.
- Fully participate in the Community of Practice Summer Workshop to be held from July 22nd- July 25th.

Based on the previous knowledge, skills, and expertise, the Institute for Success Planning Community of Practice summer intern may assist with special projects related to particular communities, engage in presentations, facilitate activities, engage in coaching and technical assistance sessions with local communities participating in the Community of Practice, or work with EdRedesign's research team on projects related to Success Planning.

Qualifications

- Strong writing and verbal skills
- Ability to appreciate and respect local context and culture while cultivating trusting relationships with local communities
- Ability to synthesize information from multiple sources
- Interest and/or experience in peer learning and/or communities of practice
- Some experience in research, policy, social work, community work related to education, youth development, cross-sector collaboration, or systems change
- Proficient in Microsoft Office Suite
- Professional or lived experience working in diverse setting and with diverse populations
- Familiarity and experience with U.S. education context preferred
- Commitment to EdRedesign's vision and relevant professional and/or lived experience
- Ability to work both collaboratively and independently
- Skill with document formatting/design and/or infographics a plus
- Event planning support a plus
- Data collection, analysis, and visualization skills a plus
- Knowledge of the local communities within the 2024 Success Planning Community of Practice a plus

Number of Openings for this Position: 1

Required Work Schedule (if any): We have one weekly core in-person office day on Wednesdays, which interns would be expected to attend. Other days are remote. During the weeks of our in-person events July 8-12 and July 22-25, interns would be expected to be available in person.

Hours per Week: Up to 35 hours per week

Compensation: Hourly student rate for continuing Harvard students or outside funding

Other Requirements: Candidates should be eligible to work in U.S. Please contact the Harvard International Office if you have questions about your eligibility.

TO APPLY: Send your resume and cover letter in one document with your first and last name at the beginning of the file name to the Institute for Success Planning, Senior Program Coordinator, Caitlin Hernandez, at chernandez@gse.harvard.edu and cc the Institute for Success Planning Director, Tauheedah Jackson, at tauheedahjackson@gse.harvard.edu. Please also include the job title in the subject line. Applications will be reviewed on a rolling basis.