

EdRedesign

OPPORTUNITY FOR ALL



Job Title: Institute for Success Planning Community of Practice Associate

Type: Paid Internship

Function: Other/Career

Salary Range: Standard Harvard graduate student rate

Weekly Hours: 6-10 hours

City: Cambridge

State: MA

Country: USA

Are you a Harvard graduate student interested in tackling issues of educational equity, intergenerational poverty, and economic mobility in communities across the country? Driven by the vision that race, place, and income should no longer be determinants of school and life success for children and young people, The EdRedesign Lab (EdRedesign) at the Harvard Graduate School of Education (HGSE) is working to change practices, policies, and systems so that more young people can reach their full potential in school and in life.

EdRedesign is seeking motivated and talented students to join our team for the Fall 2025 semester, with the possibility of extension for the Spring 2026 semester contingent on performance and needs.

Founded in 2014 by Paul Reville, former Massachusetts Secretary of Education and Professor of Practice of Educational Policy and Administration at HGSE, EdRedesign provides catalytic support to the cradle-to-career place-based partnership field to drive systems-level change and open personalized pathways to well-being, educational attainment, civic engagement, and upward mobility. 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, poverty, and disinvestment.

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 (where children from kindergarten through 12th grade spend only 20% of their waking hours). 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 this growing field to effect transformational 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

Success Planning is a relationship-based approach that connects each child or youth to an adult Navigator who co-creates a personalized plan for action in partnership with their families and other caring adults. The plan highlights the child's needs and strengths and identifies supports, enrichments, and other resources to remove barriers, build on their strengths, and support their goals. Through a whole-child approach, Success Planning provides a mechanism to ensure every child is known, seen, and heard, has a positive connection to a caring adult, and has agency over their pathway to success.

EdRedesign's Institute for Success Planning Community of Practice provides cross-sector teams of leaders from across the country an opportunity 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 an Institute for Success Planning Community of Practice Associate to assist with the following areas:

- Provide administrative and programmatic support for the Success Planning Community of Practice, which includes the following 15 communities for the 2025-2026 year:
 - **Cohort 3 (Year Two returning communities):** Birmingham, AL; Letcher County, KY; New York City (Children's Aid Society), NY; Oakland, CA; Orlando, FL; Salt Lake County, UT; San Antonio, TX; San Diego, CA; and Toledo, OH.
 - **Cohort 4 (Year One new communities):** Flint, MI; Rochester, NY; Tulsa, OK; Union County, SC; Wayne County, NY; and Wilmington, DE.
- Assist with technical support and planning for the monthly virtual Community of Practice sessions and learning community webinars.
- Provide thought partnership and assistance in creating content, presentations, tools, resources, and templates for the Community of Practice.
- Assist with outreach and follow up with local communities for related items and activities.
- Assist the Director of the Institute for Success Planning, the Director of Education Strategy & Cross-Sector Community Impact, and the Senior Program Coordinator with assigned administrative and event planning tasks to support the work of the Institute.
- Attend Success Planning meetings and broader related EdRedesign staff meetings.
- Participate in and support webinars, convenings, and other Success Planning activities, if available.
- Based on previous experience, skills, and expertise, the Institute for Success Planning Community of Practice 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 and communications teams on projects related to Success Planning.

Qualifications

- Currently enrolled as a graduate student at Harvard University.
- 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 settings and with diverse populations.
- Familiarity and experience with U.S. education context preferred.
- Commitment to EdRedesign's mission vision and relevant professional and/or lived experiences.
- 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 2025-2026 Success Planning Community of Practice a plus.

Number of Openings: 1 or 2

Internship/Project Term (Work Period): Fall 2025 semester with the possibility of extension for the Spring 2026 semester contingent on performance and needs.

Required Work Schedule (if any): Flexible

Requirements: Must be a Harvard-enrolled Master's, Ph.D., or Ed.L.D. student. Candidates should be eligible to work in the U.S. Please contact the Harvard International Office if you have questions about your eligibility.

Hours per Week: 6-10 hours

Compensation: Eligible for work-study and/or non-work study funding; paid at standard Harvard graduate student rate.

TO APPLY: Complete [this form](#) and follow the directions for submitting your resume and cover letter. Applications will be reviewed on a rolling basis with a final deadline of Friday, September 12th.