

EdRedesign

OPPORTUNITY FOR ALL

HARVARD



GRADUATE SCHOOL
OF EDUCATION

Job Title: Leadership and Learning Program Associate

Type: Paid Internship

Function: Other/Career

Salary Range: Standard Harvard undergraduate or graduate student rate

Weekly Hours: 6-10 hours

City: Cambridge

State: MA

Country: USA

Are you a Harvard undergrad or 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 a motivated and talented student to join our team for the Fall 2025 and Spring 2026 semesters, with the opportunity to stay in the role during Summer 2026 and the following academic year 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 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 interrelated 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

EdRedesign is hiring an undergraduate or graduate student to join our team as the Leadership and Learning Program Associate to support across a portfolio of talent and leadership development initiatives and programs, including the [By All Means Senior Fellowship Program](#) and the [Cradle-to-Career Fellowship for Partnership Leaders](#). There might be additional programs or initiatives launched throughout the year that the Leadership and Learning Program Associate might support. The Leadership and Learning Program Associate will serve in this role throughout the 2025-2026 school year, with the opportunity to stay in the role during Summer 2026 and the following academic year contingent on performance and needs.

This is a unique opportunity to engage and collaborate with national leaders, gain hands-on experience in cradle-to-career place-based talent and leadership development, and contribute to cradle-to-career solutions, upward mobility, and racial justice.

Outcomes and Responsibilities

The Leadership and Learning Program Associate is expected to support the Director of Cradle-to-Career Leadership and Learning with thought partnership, operational support, and content development to enable the successful implementation of programs.

Key responsibilities include:

- Support the creation of materials, including surveys, presentations, worksheets, templates, and other materials, as needed for virtual learning sessions and in-person events.
- Support EdRedesign in organizing and coordinating on-campus events, including assisting with creating agendas and scheduling meetings, presentations, and logistical support.
- Attend virtual and in-person sessions and events with participants, including three on-campus visits (*weeks of November 17th, March 23rd, and April 20th*) as possible based on class schedule.
- Support communications with program participants through drafting e-mails and uploading relevant information on Canvas.
- Facilitate engagement with faculty, practitioners, institutes, or centers as needed to leverage content within the programs.
- Support scheduling and logistics as needed, including finding times for virtual meetings with all program participants or small group discussions.

Qualifications

- Currently enrolled as an undergraduate or graduate student at Harvard University.
- Proven project management skills and the ability to coordinate tasks and projects effectively and proactively.
- Availability to provide support during virtual and in-person events and meetings.
- Excellent research and analytical skills, with the ability to gather, synthesize, and interpret qualitative and quantitative information from multiple sources.
- Professionalism in all interactions and the ability to maintain confidentiality.
- Strong interest in and commitment to supporting children, youth, and families through cradle-to-career place-based cross-sector work.
- Ability to appreciate and respect local context and culture while cultivating trusting relationships with national field leaders and local communities.
- Previous experience in collective impact, cradle-to-career initiatives, local government, public policy, school leadership, and/or place-based cross-sector collaboration a plus.
- Research experience in child development, education, economics, government, or related areas a plus.

- Commitment to EdRedesign’s mission and vision and relevant professional and/or lived experiences.

Number of Openings: 1

Internship/Project Term (Work Period): 2025-2026 academic year, with the opportunity to stay in the role during Summer 2026 and the following academic year contingent on performance and needs.

Required Work Schedule: Flexible

Requirements: Must be a Harvard-enrolled undergraduate, 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 undergraduate and 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**.