



## Research Intern – United South End Settlements

### ABOUT UNITED SOUTH END SETTLEMENTS

*The mission of United South End Settlements (USES) is to harness the power of our diverse community to disrupt the cycle of poverty for children and their families. USES believes families have the best chance to reach their potential when they have long-term, holistic support. At USES, our focus is on helping caregivers and families with children under 12, although our door is open to children and adults from diverse family settings. We help families reach their goals through one-on-one coaching and connect parents/caregivers to our job training program and our quality education and enrichment opportunities for children, including early childhood education, after school and summer enrichment programming, and a sleepaway camp in New Hampshire.*

*USES also believes that children and their families can access the greatest opportunities when we welcome people from various backgrounds and perspectives. We intentionally promote community and bring together people from different backgrounds through diversified enrollment, volunteerism, networking and other community building opportunities. USES operates in three locations in the South End – Harriet Tubman House, South End House, and the Children’s Art Centre – and Camp Hale on Squam Lake in New Hampshire.*

### GENERAL DESCRIPTION

USES seeks part-time Research Interns to support its research activities. Research Interns will research and synthesize the latest research on one or a small portfolio of topics. This position is suitable for upper-level undergraduate and graduate students seeking a project for academic credit through an independent study; one position is available for a stipend. Topics include (but are not limited to) intergenerational poverty, relationship between poverty and stress at home, youth and poverty, and more. Applications are being considered for summer and fall positions with a commitment between 10-15 hours per week.

Successful candidates will join the Evaluation team and report to the Database and Evaluation Manager, and work under the direction of the Vice President of Programs. Research Interns play an important role in building USES’s knowledge base and will have an opportunity to contribute to our programs development through new understandings of evolving research in the field.

## **RESPONSIBILITIES**

- Conduct literature reviews; Identify and read research from a variety of sources
- Compile and organize research systematically
- Identify and track new research centers conducting research relevant to USES programs
- Write short summaries of papers and articles digestible to those with a non-technical background
- Meet regularly (1x/week) to report progress to Database and Evaluation Manager
- Write a research brief summarizing a body of research regarding a specific topic
- Present findings from research brief to USES team at end of term

## **KEY QUALITIES**

- Exceptional writing skills
- Strong attention to detail and critical thinking skills
- Ability to work independently and team player
- Strong organization and Interpersonal communication
- Demonstrated interest in domestic poverty issues

## **HOW TO APPLY**

Please send your cover letter, resume, and transcripts (official or unofficial) as a **single .pdf** to Marcie Bilodeau at [mbilodeau@uses.org](mailto:mbilodeau@uses.org) using the subject line "USES Research Internship". Please indicate whether your interest is for an immediate, summer, or fall position. Applications will be accepted on a rolling basis. No phone calls please.