

Fall 2015 Economic Opportunity Policy Internship

CPPP's Vision and Core Purpose:

The Center for Public Policy Priorities believes in a Texas that offers everyone the chance to compete and succeed in life. We envision a Texas where everyone is healthy, well-educated, and financially secure. We want the best Texas – a proud state that sets the bar nationally by expanding opportunity for all. CPPP is an independent public policy organization that uses data and analysis to advocate for solutions that enable Texans of all backgrounds to reach their full potential.

Intern Position

The Center for Public Policy Priorities is looking for a graduate student intern to work directly with the Economic Opportunity program. The interns will focus on various tasks related to the coordination of the *OpportunityTexas* initiative. [OpportunityTexas](#) is a joint initiative of CPPP and [RAISE Texas](#) that identifies innovative solutions to increase household savings and advance financial stability in Texas. Specific areas of policy work will include asset building and financial education.

Specific tasks may include:

- Support the implementation and evaluation of a school-based financial education and college savings pilot (majority of intern's time will be spent on this);
- Assist with policy analysis, writing, and editing reports and other projects, as relevant;
- May assist with Economic Opportunity program communications, including program newsletter;
- Other necessary tasks as they arise.

Dates of Internship: September 1 to December 18, 2015. Depending on funding and staffing needs, opportunity may exist to continue the internship through May 2016.

Salary: \$15/hour for 20 hours per week

Citizenship: Open to international students

Location: Center for Public Policy Priorities, 7020 Easy Wind Dr., Ste. 200, Austin, TX 78752

Minimum Qualifications:

- Possess a keen interest and curiosity in social policy research and analysis affecting low-income Texans;
- Experience with Microsoft Word;
- Experience working with Excel spreadsheets;
- Experience conducting basic statistical analyses (means, percentages, confidence intervals, standard deviation, etc.);
- Experience conducting literature reviews and other background research for specific topic areas;
- Organized and detail-oriented while working on a wide range of tasks;
- Strong organizational, social, written, proofreading, and oral communication skills; and
- Experience conducting field study research is a plus, but not required.

Please submit a cover letter, resume, writing sample, and two references by August 12, 2015 to:

Laura Rosen, OpportunityTexas Coordinator and Policy Analyst, rosen@cphp.org; (512) 823-2868

The Center for Public Policy Priorities is an Equal Opportunity Employer.