



## Graduate-Level Evaluation Internship at PIE Org

### Who we are

Planning Implementation and Evaluation Org (PIE) is a 501c3 non-profit organization that provides the research and evaluation leadership to other non-profit organizations throughout Chicagoland including, but not limited to: McCormick Foundation, Steans Family Foundation, Chicago Children's Museum, National Museum of Mexican Art, Cicero Neighborhood Network, Teen Parent Connection, etc.

### About the Internship

In addition, we are adding a research internship to our work in helping organizations use their own data for decision making. The successful candidate will likely have the following characteristics:

- Culturally competent, aware, responsive, and comfortable working well with a variety of individuals and groups from economically challenged communities.
- Strong research skills, such as ability to conduct a thorough literature review, indicated by projects involving heavy analytical thinking.
- Deep interest in pursuing program evaluation in the non-profit sector.
- A huge plus for candidates who relish quantitative content, indicated by experience with statistical software (e.g., SPSS, STATA, R, etc.) and large data sets. Common analyses include T-tests, ANOVAs, effect size calculation, and multiple regression. Ability to synthesize data findings in a usable and easy-to-understand way a necessity.
- Preference for candidates with an intense interest in writing, data visualization, cultural issues, or demography.
- Preference for candidates with strong Excel skills, utilizing smart formulas for increased efficiencies and user ease.

The reason we are looking for internship talent at such a high level is that PIE is a resource for organizations that otherwise would not be able to afford rigorous evaluation research, and we think even the clients of under-resourced community organizations deserve to have their data taken seriously, and not squandered in a system of double-data entry and data black holes. This vision is not unique to PIE, but our pragmatic blend of collective impact, systems engineering, and high quality process design offers evaluation results not realized by other approaches.

It is intensely analytical and demanding work. The work environment, however, is extremely casual, and the team genuinely cares about each other. While this role is not for everyone, it is a remarkable fit for someone with an unusual combination of talent, collaboration, and passion. Note the combination of those three items...they are critical.

## **Hours and Compensation**

The compensation for this position is commensurate with experience. The work hours are flexible, but we need a work commitment between 10-25 hours per week, perhaps more during summer months, depending on how much time it takes for various analyses in between weekly meetings. Some of the research will be conducted remotely, although there will likely be one meeting per week at PIE Org in the Chicago Loop. Note that given the time we plan to invest in developing strong interns, we prefer candidates who might work with us for more than one year and would be interested in full-time employment at PIE at the end of the internship.

## **How to Apply**

We will not be able to respond to phone inquiries or incomplete responses, but for those who think this may be the ideal fit, here are some tips to break through the application process:

- We want to see evidence of your skills and passions by providing a sample survey analysis with write up.
- We want to understand your interest in social science issues (whether through the lens of statistics, public policy, economics, community psychology, or social work, etc.), so include a cover letter that speaks to your interest and experience in these content areas.
- We like efficiency, so please send us an e-mail response to this inquiry with one PDF attachment saved as your last name, including your resume, cover letter, and sample analysis.
- Email replies to [admin@pieorg.org](mailto:admin@pieorg.org) by April 1, 2019.