Research Intern
Job Description

The Massachusetts Association of Community Development Corporations (MACDC) is an association of mission-driven community development organizations dedicated to working together and with others to create places of opportunity where people of diverse incomes and backgrounds access housing that is affordable, benefit from economic opportunities and fully participate in the civic life of their community. We achieve this by building and sustaining a high performing and adaptive community development sector that is supported by private and public investment and sound public policies. MACDC is one of the leading CDC state associations in the United States. Visit www.macdc.org for more information about MACDC.

Description of Research Internship Position:
MACDC conducts action-oriented research to support its policy agenda on housing, economic development, small business development, and community reinvestment issues impacting both local neighborhoods and the state. Therefore, interns may work on a number of research projects relating to housing, economic development, small business development, and/or community reinvestment issues. The primary responsibility of the intern will be implementing the annual MACDC GOALs survey, which documents all of the community economic development activity our members accomplish during the previous year, and highlights the work through publishing of two reports. Other possible projects for this year include: support for The Community Development Partnership Act, federal community development public policy, state housing programs, issues impacted by the state budget, and assisting MACDC staff and board in setting priorities and strategies among key housing policy issues. The intern may also be asked to participate in MACDC membership initiatives and events. The intern will have the opportunity to work with our President/CEO, Director of Advocacy and other members of the staff.

We welcome students interested in a school year internship.

Required Skills/Experience:
Bachelor's Degree
Enrollment in a graduate field of study
Commitment to community development field
Excellent research and writing skills
Excellent computer skills generally, especially experience with Excel.
Experience with GIS and mapping programs preferred
Ability to analyze and summarize data efficiently and compellingly
Excellent people skills
Independent worker and a team player

Stipend
We provide a stipend but prefer to work with financial aid or work-study funding. Interns will have access to trainings offered at The Mel King Institute for Community Building (http://www.melkinginstitute.org/).

To Apply:
Email resume and cover letter (either as Word or PDF attachments) after August 1, 2011 to:
Allison Staton
Director of Advocacy
MACDC, 15 Court Square, 6th Floor, Boston, MA 02108;
e-mail: allisons@macdc.org

No phone calls, please. Interviews will be scheduled in September, 2011.

MACDC seeks to create an inclusive workplace where all people are welcomed regardless of their ethnicity, race, income, age or abilities. We seek to create an organization and community development field that is reflective of the people we serve.