



INTERNSHIP OPPORTUNITY

The Fortune Society's mission is to support successful reentry from incarceration and promote alternatives to incarceration, thus strengthening the fabric of our communities.

We do this by believing in the power of individuals to change, building lives through service programs shaped by the needs and experiences of our participants, and changing minds through education and advocacy to promote the creation of a fair, humane, and truly rehabilitative correctional system. Founded in 1967, The Fortune Society's vision is to foster a world where all who are incarcerated or formerly incarcerated will thrive as positive, contributing members of society.

Opportunity Summary:

The Evaluation and Quality Improvement department at the Fortune Society is seeking an intern to assist in projects that support the department's work to support data-driven decision making at the Fortune Society. Our intern will gain exposure to each stage of the evaluation lifecycle from the identification of data points through collection, analysis and dissemination

Reports to: Senior Director of Evaluation and Quality Improvement
Location: Long Island City, NY
Days/Hours: at least 8 hours per week for one semester during normal business hours (9AM-5PM)

Internship Projects:

- Learn how to develop dashboards that assist programs and funders to visualize and communicate data;
- Learn how to prepare internal and external program reports for the purpose of monitoring program performance;
- Learn how to conduct literature reviews;
- Learn best practices in data entry and data cleaning;
- Learn how to develop and disseminate satisfaction surveys, as well as analyze results;
- Learn how to transcribe focus group discussions and how to analyze qualitative data.

Preferred Background:

Education – This is an excellent opportunity for students in the Social Sciences with an interest in research and evaluation. However, students in other fields (business, economics, computer science, etc.) looking to support the Fortune Society's mission will also be considered.

Experience – Some experience with research preferred



Computer Skills – Intermediate to Advanced Excel skills strongly preferred; Experience with SPSS desirable but not necessary

Travel Opportunities – Travel to our location in Harlem may occasionally be necessary.

Compensation: This is an unpaid internship.

If you are interested in being considered for this internship, please send your resume and a cover letter to alwright@fortunesociety.org