



Early Childhood Education Policy Intern

The DC Fiscal Policy Institute (DCFPI) seeks an Early Childhood Education (ECE) Policy Intern to support the organization's research and advocacy on early education policies in the District of Columbia. The intern will report to DCFPI's ECE Senior Policy Analyst and support on projects that advance DCFPI's ECE portfolio and those aligned with the Intern's professional development and learning goals. The Intern will likely engage in tasks such as analyzing research and program data on relevant ECE policy issues—such as the child care subsidy program, pre-kindergarten, and the Pay Equity Fund—contributing to literature reviews, drafting written materials such as blogs, and attending and reporting on hearings and meetings with other advocates. Interns also assist with policy team administrative tasks.

Successful applicants will be interested in learning about DC's ECE policy landscape and able to articulate their interest in pursuing an internship focused on early education policy research and analysis. Successful applicants will also be familiar with using Excel for basic quantitative data analyses. DCFPI seeks applicants with a deep commitment to racial, gender, and economic justice. Successful applicants will have an ability to articulate an understanding of racial equity and structural racism and its impact on policy. Familiarity with DC policy issues and DC Government is a plus, but not necessary.

Work Hours, Start Date, Length of Internship, and Remote Policy

The ECE Policy Intern should be available between twenty and twenty-five hours per week. Interns who work twenty or more hours per week are eligible for DCFPI's health insurance benefits. Intern work hours are expected to be during core Eastern time business hours. Work schedules can be flexed to accommodate school and other commitments, with the supervisor's approval, as long as the hours worked per pay period stay under fifty hours. DCFPI prefers an August 15th or September 2nd start date. The length of the internship is 4 months through the end of 2024.

DCFPI staff are based in the Washington, DC, metro area and are working in a hybrid in-person and remote capacity. DCFPI requires an Intern who is based in the Washington, DC, metro area, with the expectation of working on a hybrid schedule that includes in-person time with DCFPI staff and other local stakeholders.

Compensation

- The hourly wage for interns is between \$17.50 and \$20, with an option of health insurance coverage for those working at least 20 hours per week.
- DCFPI provides health insurance through DC Health Link. DCFPI will contribute an amount tied to the most expensive platinum plan on DC Health Link. The DCFPI contribution will equal 88 percent of the reference plan premium for the employee and 65 percent of the reference plan premium for an employee's spouse and dependents.
- Interns accrue vacation and sick leave and are subject to appropriate federal and state tax withholding laws.

About DCFPI

The DC Fiscal Policy Institute conducts timely and foundational research and analysis for an equitable tax, budget, and policy agenda that centers those most harmed by racial and economic exclusion. We do this to expand collective understanding of how oppressive structures shape past and present inequities and to create a strong evidence base for rejecting racialized austerity politics and embracing policies rooted in shared abundance.

DCFPI strategically communicates with and educates decision makers, partners, and the public to increase salience, resonance, and prioritization of policies that advance racial and economic justice among partners and policy makers.

DCFPI commits our analytic, legislative, and strategic skills and capacities to support partners and build collaborative campaigns for strategic alliances. We do this to ensure more unified and powerful voices advocating for collective vision and goals that are responsive to the experiences of residents facing racial and economic oppression.

How to Apply

Please submit a **cover letter and resume** to Anne Gunderson at agunderson@dcfpi.org. Applications will be considered on a rolling basis.

In your cover letter, please tell us why you want to work at DCFPI and be specific about why you're interested in the ECE Policy Internship. Applicants should tie any seemingly unrelated work experience learnings that might support your success in this role. DCFPI also encourages applicants to draw from their lived or personal experience to explain why you want to work on policies that intentionally lift up and protect DC's Black and brown communities.

The email subject line should be "ECE Policy Intern" and application letter and resume file names should be lastname.coverletter.intern and lastname.resume.intern.

DC Fiscal Policy Institute (DCFPI) is an Equal Opportunity Employer that values and welcomes diversity in the workplace and strongly encourages all qualified persons to apply regardless of race, color, age, sex, marital status, sexual orientation, gender identity, gender expression, genetic information, credit information, pregnancy or parental status, family responsibilities, personal appearance, creed, military or veteran status, religion, ancestry or national origin, union activities, disability, or other status protected by applicable law.