

## **Research & Policy Intern**

### **United Way of Greater Richmond and Petersburg**

Join United Way's Community Impact team to help transform data into insight and insight into impact. This internship offers an opportunity to explore the intersection of public policy, community research, and equity-driven decision-making – contributing to initiatives that shape a stronger, more resilient region.

#### **Description**

As a Research & Policy Intern, you'll help analyze data, track policy, and develop materials that inform United Way's strategies and advocacy. Your work will support efforts to highlight regional trends, evaluate program effectiveness, and translate complex issues into actionable insights.

- Conduct background research and analyze data on key community indicators (e.g., education, financial security, health)
- Monitor legislative developments and summarize relevant public policy trends
- Assist in the development of issue briefs, reports, and presentations for internal and external audiences
- Support evaluation and assessment efforts by helping collect and interpret programmatic data
- Collaborate with cross-functional teams to integrate research into storytelling, advocacy, and resource development

#### **Required Skills**

- Strong analytical skills and attention to detail
- Experience with research methods and/or policy analysis
- Excellent written and verbal communication
- Ability to summarize complex information clearly and concisely
- Curiosity, initiative, and a commitment to equity and community well-being

#### **Growth Opportunities**

- Learn how nonprofits leverage data and policy to drive systems-level change
- Gain hands-on experience in research, evaluation, and collaboration
- Build writing, research, and presentation portfolio
- Professional development and mentorship, including access to regional research and policy meetings and nonprofit leadership

#### **Hours**

Flexible | Up to 400 hours total (Summer/Fall/Spring options)

*Reporting to Chief Impact Officer*

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