

Public/Private Ventures



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www.ppv.org

January 23, 2009

Leonard LoScuito
Institute for Survey Research
Temple University
1601 N. Broad - (083-46)
Philadelphia, PA 19122

Dear Dr. LoScuito:

Public/Private Ventures (P/PV), a national leader in creating and strengthening programs that improve lives in low-income communities, is seeking applications for internship positions for the summer of 2009.

P/PV is composed of research, policy and program development experts who specialize in education, employment, prisoner reentry, juvenile justice, public health, youth development and more. Our work engages leaders across public and private sectors. P/PV is a 501(c)(3) nonprofit, nonpartisan organization based in Philadelphia, Pennsylvania, with offices in New York City and Oakland, California.

The internship program is designed to inform students about P/PV's efforts and involve them in day-to-day operations of the organization. **Please share the enclosed internship announcement with your students and faculty.**

Internships will be awarded to outstanding graduating seniors and/or graduate students with backgrounds in social policy or related areas including sociology, psychology, economics, urban development or human development. In addition, candidates should have knowledge of contemporary social issues, urban poverty or education; experience or academic training in program planning, research or evaluation (helpful); and experience working with minority/low income communities (a plus). Minority applicants are strongly encouraged to apply.

Interested applicants should send a cover letter, resume, writing sample, contact information for three references and a list of courses completed to P/PV no later than February 18, 2009. Interviews will be held at P/PV in February and March, and final decisions will be made by mid-April.

Thank you in advance for your assistance. We look forward to receiving applications from your students. If you have any questions about the announcement or P/PV's work or know of others who would be interested in this announcement, please email me at dkoromdjakovic@ppv.org.

Sincerely,
Danijela Korom-Djakovic
Senior Research Associate &
Internship Program Coordinator



2009 SUMMER INTERNSHIP PROGRAM

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P/PV is composed of research, policy and program development experts who specialize in education, employment, prisoner reentry, juvenile justice, public health, youth development and more. Our work engages leaders across public and private sectors. P/PV is a 501(c)(3) nonprofit, nonpartisan organization based in Philadelphia, Pennsylvania, with offices in New York City and Oakland, California.

P/PV creates and manages projects in a number of areas:

- Employment
- Crime reduction and reentry
- Mentoring
- Out-of-school time
- In-school initiatives
- Community health

Responsibilities

Each intern will be assigned to at least one project, based on skills, experience and areas of interest. Project work may include:

- Assistance preparing and writing reports, program materials, legislation briefs and/or proposals
- Developing data collection instruments
- Conducting data collection and management
- Conducting quantitative and/or qualitative data analysis
- Assisting with research and program evaluation
- Conducting literature reviews
- Supporting ongoing communications efforts

Specific project descriptions will be available during the interview and screening process. In addition to specific responsibilities for each project, interns will become working members of a department, participating in day-to-day operations. During the course of the summer, interns will also be exposed to the workings of the organization as a whole.

Qualifications and Skills

- An undergraduate or graduate degree in social policy or related areas, including sociology, psychology, economics, communications, urban development and human development;
- Knowledge of contemporary social issues, urban poverty and/or education;
- Experience or academic training in program planning, research or evaluation (helpful);
- Experience working with minority/low-income communities (a plus); and
- Excellent writing and verbal skills, analytical and conceptual abilities, and the ability to work well independently (required).

Please note that candidates need to be either seniors completing their undergraduate degrees in May/June 2009 or graduate students.

Length of Internship

Internships will begin in June and will run for 8 to 12 weeks.



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Compensation

Hourly wage based on 37.5 hours equaling \$500 per week for Philadelphia Interns, \$650 for New York and Oakland Interns.

Application Procedure

Interested candidates should submit: (1) a cover letter summarizing their background, reapplying, specific interests and type of work they would like to do while at P/PV; (2) a list of completed courses; (4) a brief writing sample on a social policy or research topic (exceed 10 pages); and (5) contact information for three references.

Candidates should indicate their location preference in their cover letters.

- Projects in the Philadelphia office will focus on all P/PV interest areas.
- Projects in the New York City office will focus on policy, communications and world development.
- Projects in the Oakland office will focus on after-school and youth development projects including mentoring high-risk youth and strategies to attract, retain and serve older youth.

Applications for both the Philadelphia and New York offices should be mailed to:

Internship Coordinator
Public/Private Ventures
2000 Market Street, Suite 600
Philadelphia, PA 19103

Candidates applying to the Oakland office should mail completed applications to:

Internship Coordinator
Public/Private Ventures
Lake Merritt Plaza
1999 Harrison Street, Suite 1550
Oakland, CA 94612

Completed applications should be postmarked no later than February 18, 2006.

Late and incomplete applications will not be considered. Screening and interviewing will take place in February and March. Decisions will be made by mid-April.

Minority applicants are strongly encouraged to apply.

For more information, visit our website at www.ppv.org.

P/PV is an equal opportunity employer.