



Brazelton Touchpoints Center Research & Evaluation Team Research & Evaluation Internship, Summer 2024

Opportunity Overview

The Brazelton Touchpoints Center (BTC) at Boston Children’s Hospital seeks a qualified candidate for a summer Intern in their Research and Evaluation unit. This position is for undergraduate students and is based in Boston, MA. The position allows for in-person, hybrid, or fully remote work, between 20–40 hours/week. The hands-on position will contribute to all aspects of the applied research and evaluation process and will provide an opportunity to make contributions to a variety of projects while serving as a valued member of the research and evaluation team.

The BTC Research and Evaluation team partners with organizations and communities to build their capacity and strengthen systems that support the healthy development of young children and families — whatever their life circumstances, challenges, and resources may be. If selected, you will be part of our mission to support families and children, with an emphasis on children from birth to age 8 years. You will be a member of several teams working on applied research and evaluation projects for clients across the country from a range of disciplines, including but not limited to policy development and practice, social services, early care and education, Tribal and Indigenous communities, education, home visiting, mental health, and/or pediatric health care. All the applied research and evaluation work at BTC begins with the community participatory research philosophy and a strong emphasis on building ongoing collaborative partnerships with our programs and community collaborators. BTC’s staff will provide mentorship as you learn about policy and practice areas and can provide opportunities to develop professional skills in qualitative and quantitative research and evaluation methods, data collection, and data visualization.

This position is available for Summer 2024 (May – August).

About the Brazelton Touchpoints Center

The Brazelton Touchpoints Center (BTC) provides professional and leadership development, organizational learning and change, and research and evaluation for family-facing professionals in pediatrics, early childhood, infant mental health, children's libraries and museums, home visiting, and child welfare. BTC is home to the Touchpoints Approach, the Brazelton Institute (the Newborn Behavioral Observations system and the Neonatal Behavioral Assessment Scale), the Indigenous Early Learning Collaborative Institute, the Family-to-Family Real Talk Series, and the BTC Research and Evaluation team. At BTC, we are dedicated to creating a lasting community in which equity, diversity, inclusion, belonging, and antiracism thrive.

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whatever their life circumstances, challenges, and resources may be. For more information about the center, please visit www.brazeltontouchpoints.org.

Equity, Diversity, Inclusion, Belonging, and Antiracism Statement

At BTC, we are dedicated to creating a lasting community in which equity, diversity, inclusion, belonging, and antiracism thrive. We engage in reflective practices to enhance equitable processes and outcomes, and to reduce bias — including our own. At BTC, we come alongside and learn *with* the infants, children, families, and communities that we have the honor of working with. While we still have much work to do, we see the path to racial equity and justice as a journey — one that we have wholeheartedly embarked on. BTC is committed to creating equitable and inclusive opportunities for learning and growth through collaborative, strengths-based, culturally-affirming approaches within our organization and in our partnerships with all others.

Summer 2024 Intern Position

Key Responsibilities:

- Support a range of diverse research partners in implementing research and evaluation activities.
- Assist in the collection, tracking, entry, organizing, and filing of data such as surveys and evaluation measures.
- Assist in the development of data sets for analyses.
- Assist in the collection, coding, and management of qualitative data.
- Execute basic quantitative and/or qualitative analyses under the guidance of staff members and mentors.
- Conduct literature reviews using internet-based search techniques and research databases.
- Participate in organization and synthesis of interview and focus group transcripts.
- Assist in formatting, copy editing, and preparing evaluation reports and presentations.
- Handle and protect confidential and sensitive data.

Qualifications

Required Skills and Abilities:

- Current undergraduate student in Human Development, Family Studies, Human Services, Early Childhood Education, Psychology, Public Health, or related field.
- Comfort and/or experience working with individuals and groups from diverse backgrounds, disciplines, and communities.
- Ability to effectively contribute within a team setting.
- Attention to detail and strong organizational skills.
- Analytical, problem-solving, communication, and time-management skills.
- Basic knowledge of computer programs such as Microsoft Office Suite, EXCEL, Zoom, and general internet and electronic communication systems.
- Capacity and willingness to learn new software, research methods, and work routines quickly under the mentorship of Research and Evaluation team members.
- Interest in supporting families and their young children facing adversity.

Interns must have access to their own personal computer and/or laptop that can be used for completing internship responsibilities. Applicants must also have authorization to work in the United States. This is a paid position.

BIPOC and diverse candidates are strongly encouraged to apply. BCH is an Equal Opportunity/Affirmative Action Employer. Qualified applicants will receive consideration for employment without regard to their race, color, religion, national origin, sex, sexual orientation, gender identity, protected veteran status or disability.

Contact Information: You may apply for this position directly through Boston Children's Hospital career site at: <https://jobs.bostonchildrens.org/job/20037460/boston-children-s-hospital-intern-summer/>