

Research Internship

About Leadership Network

Leadership Network has been a trusted resource for leaders of some of the world's largest, fastest growing churches since 1984. We are seeking a creative, energetic, organized and results-focused intern to assist the Chief Operating Office and team in research and report development.

Details:

- 10-20 hours per week
- Unpaid
- 12700 Park Central Drive, Ste. 50, Dallas, TX 75251
- Inquire with Gwendolyn at gwendolyn.hays@leadnet.org

Responsibilities:

This intern works closely with the Chief Operating Officer (COO) and their Coordinator and will involve the following responsibilities:

- Assist the research team with qualitative and quantitative data collection and analysis
- Review and analysis of national and local data sources, recruitment for qualitative research, conducting depth interviews and focus groups with service users, staff and other stakeholders, and managing and analysing data
- Carry out literature and evidence reviews, including identifying relevant research evidence, appraising the quality of evidence and writing up key findings
- Support income generation, in collaboration with other staff, including contributing to the preparation of research proposals
- Work as part of research project teams and actively participate in project meetings
- Assist in other tasks to support the work of the research team as required. This will involve some research administration
- Proofread reports, events programs and marketing material for clarity and accuracy

Skills Gained Include:

- Learn successful research proposal techniques and gaining development cooperation.
- Learn about how a non-profit secures funding
- Provide an inside look at the day to day operations of a non-profit as well as the strategic decision making inherent in the responsibilities of the research department
- Make connections with business leaders in the community
- Increase communication skills - written and oral

Skills Needed:

- Commitment to church and leadership development field
- Excellent research and writing skills
- Excellent computer skills generally, especially experience with Excel.
- Experience with GIS and mapping programs preferred
- Ability to analyze and summarize data efficiently and compellingly
- Excellent people skills Independent worker and a team player