



A New Dawn for
Every Learner

CompetencyWorks Internship

Aug/Sept 2024-May/June 2025

Aurora Institute is seeking a highly motivated, equity-driven, well-organized intern to support the development and programmatic design of the *CompetencyWorks* Initiative.

Internship Description:

- **Type:** Paid Internship for Undergraduate Student or Graduate Student; work-study eligible
- **Commitment:** 12-24 hours per week (as agreed upon by Aurora Institute and intern)
- **Compensation:** The intern will receive \$16 an hour (as a 1099 consultant, without taxes withheld).
- **Location:** Remote, anywhere in the United States (with a preference for the Eastern time zone)
- **Timeframe:** Starting August or September 2024 through May or June 2025 (time frame can be adjusted)
- **Majors:** Education, nonprofit administration/ management, public administration, public policy, sociology/anthropology, marketing, communications, related majors, and students with a strong interest in education practice and/or policy.

About the Aurora Institute:

The Aurora Institute is a 501(c)(3) nonprofit with the mission to drive the transformation of education systems and accelerate the advancement of breakthrough policies and practices to ensure high-quality learning for all. For nearly 20 years, the Aurora Institute (formerly iNACOL) has worked to advance student-centered, innovative K-12 education systems toward equitable and just outcomes for all. Since our founding, the Aurora Institute has led the growth of the nascent field of K-12 next-generation, competency-based education and personalized learning across the United States. Together, we work to achieve a bold, future-focused vision of education through state and federal policy advocacy, field-building knowledge creation, and connecting and convening.

The *CompetencyWorks* initiative at Aurora is a knowledge-building hub dedicated to advancing the field of K-12 competency-based education (CBE) nationally. Drawing on lessons learned by innovators and early adopters, *CompetencyWorks* shares knowledge and various perspectives through many channels on important issues, trends, and lessons for advancing competency-based pathways across K-12 education.

As a leading voice and trusted source in the field of K-12 education, the Aurora Institute is particularly recognized for its thought leadership around education innovation policies and practices. Aurora has published more than 100 reports and issue briefs on transforming the education system and leads the field's largest annual convening focused on student-centered system transformation. Partner organizations, systems leaders, and policymakers across the country rely on Aurora's thought leadership and policy expertise. For more information, please visit www.aurora-institute.org.

Internships at Aurora:

Our internship program is designed as a fully immersive experience for motivated undergraduate and graduate students who seek to support national advocacy, policy, research, communications, and event work in the nonprofit sector. Selected interns will be exposed to the intricacies and nuances of building a more equitable and student-centered K-12 education system for the nation's youth. The internship will include work on targeted projects and multiple learning and networking opportunities. Interns will receive structured support, mentorship, and professional development opportunities for the duration of the internship. Internships at Aurora Institute are paid and substantive in nature, and interns are integral members of our team. All interns work remotely.

About the *CompetencyWorks* Program Internship:

Aurora Institute is seeking a highly motivated, equity-driven, well-organized intern to support the development and programmatic design of the *CompetencyWorks* Initiative. The intern will work directly with the *CompetencyWorks* Director to research, analyze, and organize examples of school, district, and state practice and policy in the CBE field; author blog posts and other materials; perform background research and make recommendations on ways to improve our programs; participate in virtual networking events; and other activities. This is an excellent opportunity to develop new skills (such as researching, networking, and interviewing), learn about cutting-edge K-12 education policies and practices, connect with leading innovators across the field, and share information about CBE with wider audiences. This internship program is designed as a competency-based experience, where interns will have the opportunity to create a portfolio of evidence aligning to the following transferable skills and attributes: *equity advocate, agentic learner, strategic thinker, and collaborator*.

Primary Responsibilities:

A work plan will be jointly developed with a balance of collaborative projects, ongoing administrative tasks, and one or more projects that the intern will take the lead on. Typical work plan elements include:

- Support the development and management of the *CompetencyWorks* blog pipeline, including correspondence with blog authors, proofreading, identifying graphics, and uploading blog posts into the WordPress platform.
- Develop information sheets, guides, and other materials (such as maps) about innovative school models and key topics in CBE, which will expand the intern's knowledge about cutting-edge policies and practices across K-12 education and provide access to Aurora's extensive network of leaders across the field.
- Author or co-author blog posts and other resources to be shared publicly on the Aurora Institute website, as well as in internal reports, guides, and summary documents.
- Support Aurora's network of cutting-edge leaders working to transform education by helping people network and share their stories of change and implementing best practices in CBE.
- Perform background research and work with the Aurora team and partners across the field to: solicit new ideas for engaging students; host in-person, hybrid, and virtual events focused on transforming education systems; and develop the CBE field.
- Collaborate with the Communications Team to promote *CompetencyWorks* content and CBE resources through social media.
- Participate in virtual events to improve networking skills, learn about education innovation, and present summaries of key takeaways to Aurora staff.
- Participate in skills workshops to develop new knowledge and demonstrate competencies in goal setting, analytical thinking, communicating, problem-solving, team building, presenting, and synthesizing information — while honing networking and interviewing skills.

Desired Knowledge, Skills, and Dispositions:

- Highly organized, self-motivated, and detail-oriented
- Proven ability to be responsible, manage time well, and work effectively and independently – all while maintaining a strong line of communication with the *CompetencyWorks* director
- Excellent oral and written communication skills
- Keen sense of curiosity, ability to take initiative, and lifelong learning approach
- Ability to author and co-author blog posts, articles, fact sheets, and other written materials
- Be skilled at and/or willing and able to learn a variety of computer programs including WordPress, Microsoft Office Suite (Word, PowerPoint, Excel), Google (Docs, Sheets, Forms), Zoom, Adobe Acrobat, and Canva. Proven interest in improving education policies and practices and a demonstrated commitment to the mission, vision, and values of Aurora
- Deep interest in and demonstrated commitment to advancing knowledge and practice related to diversity, equity, and inclusion
- Ability to work remotely

How to Apply:

To be considered for this internship with the Aurora Institute, please send your resume, writing sample of three to five pages, list of three references, and cover letter to:

Laurie Gagnon, *CompetencyWorks* Director, at lgagnon@aurora-institute.org

In your cover letter, please specify the number of hours per week you are available as well as your timeframe for start and end dates. Aurora considers applicants without regard to age, race, national origin, sexual orientation, gender, gender identity and expression, disability, veteran status, or any other characteristic protected by law.

Please specify the title of the internship in the subject line and include your last name in the title of your resume document. Candidates selected for interviews will be contacted directly starting in early August. For priority consideration please apply by **Thursday, August 1, 2024**. Unfortunately, due to the volume of applications, we cannot respond to inquiries individually.

Aurora Institute is an equal opportunity employer and an organization that values diversity. Recruiting staff and interns to create an inclusive organization is a priority, and we encourage interns from all backgrounds. Candidates are evaluated solely on their qualifications to perform the work required.