



## **POLICY AND ADVOCACY – SKILLS AND WORKFORCE DEVELOPMENT INTERN**

**Overview** – The National Immigration Forum advocates for the value of immigrants and immigration to the nation. For more than 30 years, the Forum has forged powerful alliances of diverse constituencies to advance sound federal immigration solutions through its policy expertise, communications outreach, and coalition building work. For more information, see <http://www.immigrationforum.org/>.

We are hiring interns to support our policy and advocacy – skills and workforce development activities. Currently, there are more than 41 million immigrants in the United States, contributing to economic growth in states, regions, and communities across the country.

However, by 2020, the United States is projected still to be short an estimated 7.5 million private sector workers across all skill levels. To help fill this gap and ensure that the nation's economy thrives, the Forum advocates for policies and programs that prepare workers, including immigrants, to meet the talent needs of employers and for opportunities for them to reach their full potential in their careers.

**Responsibilities** – The incumbent will increase her/his familiarity with the dynamic skills and workforce development issues pertaining to immigrants. These issues include improving immigrants' English language acquisition and ensuring that immigrants have opportunities to gain skills, credentials, professional licensure and work experience in the U.S. The incumbent would:

- Track and analyze relevant legislation on skills and workforce development topics such as: reauthorizations of the Carl D. Perkins Career and Technical Education Act and Higher Education Act, Registered Apprenticeship, other employment and training strategies/programs, etc.
- Conduct research and analyze data on relevant skills and workforce development issues such as: implementation of the Workforce Innovation and Opportunity Act, career pathways/sector strategies, assessments, credentialing, professional licensure, English language learners, community colleges, etc.
- Support development of written products such as reports, policy briefs, blogs, fact sheets, etc.
- Attend relevant meetings, congressional hearings, and other events and subsequently brief Forum staff.

**Qualifications:** Prefer graduate student with knowledge and/or experience in higher education and/or workforce development systems. Require excellent research, writing, and analytical skills; motivation to work on substantive immigration and skills and workforce development topics; and self-starter.

**Hours:** Minimum 15 hours per week (prefer 35-40 hours per week in summer); hours are flexible.

**Salary:** This is an unpaid internship.

**Applications:** Submit resume and brief cover letter to [policy@immigrationforum.org](mailto:policy@immigrationforum.org) and include “**Skills and Workforce Development Internship Application**” in the subject line.