Summer Intern
Institutional Antiracism and Accountability Project (IARA)
Ash Center, Harvard Kennedy School
20-35 hours/week for 8 weeks.

The IARA Project: The goal of the Institutional Antiracism and Accountability (IARA) Project, based at the Harvard Kennedy School’s Ash Center for Democratic Governance and Innovation, is to use research and policy to promote antiracism as a core value and organizational norm. IARA’s faculty director is HKS Professor Khalil Gibran Muhammad, a leading scholar of race and racism in the United States.

The Institutional Antiracism and Accountability (IARA) Project is looking for a summer intern to help with general program support.

This role will provide general support for team needs including, but not limited to:

- Support for planning and execution of IARA’s annual Truth and Transformation Convening, including drafting invites and emails, following up with speakers, working on logistics and operations, updating the agenda and related content, social media, and promotion—liaising with the events, communications, and the IARA project team.
- Support for the Kellogg Foundation research project on global racial justice examples and truth and reconciliation commissions.
- Coordination of the Race, Research and Policy Portal (www.rrapp.org) to help manage the production cycle, find articles, and other potential contributions to the site.
- Attending relevant lectures or online events and taking notes on behalf of IARA team members.
- Work on other emerging research projects.
- Attending weekly team meetings, in person, as COVID permissible.

The ideal candidate is enrolled in a graduate degree program at Harvard in social science or an interdisciplinary field, academic or professional mission-aligned experience, proven writing and research skills, and demonstrated experience and commitment to racial justice and equity.

Pay is $21 per hour. This is a union position.

The summer internship is 4-7 hours a day, five days a week for eight weeks. Work can be remote, but in person is preferred. The student will have a workspace at the Ash Center but must provide their own laptop.
Basic requirements:
- Bachelor's Degree in a related field
- 1-2 years of work experience (including/not limited to, as part of academic training)
- Strong writing, project management, and research skills
- Proficiency in Microsoft Word, PowerPoint, and Google Docs
- Proven ability to work independently and as part of a team
- Commitment to racial justice and equity

Preferred:
- Enrolled in a Master's Degree program at Harvard in social science or an interdisciplinary field
- Academic or professional experience that is mission-aligned

Please send resume, cover letter, and writing sample to iara@hks.harvard.edu

The Ash Center is a vibrant and values-driven community. We are committed to diversity and welcome people of varied backgrounds, cultures, experiences, and disciplines. We actively seek applications from people of color, women, the LGBTQIA+ community, military veterans, persons with disabilities, and underrepresented backgrounds.