



Data Analyst & Systems Intern



About the Internship:

If you have strong analytic skills and are an entrepreneurial self-starter, we need you to join Bright by Three's national program team as a Data Analyst & Systems Intern. Reporting to the Senior Manager of National Scaling, you will dive into *Bright by Text* data including analyzing subscriber behavior, sign-up rates, and program engagement levels. With guidance from the program team, you will help set up sustainable data analysis systems for communicating the effectiveness of *Bright by Text* through visually appealing reports.

Responsibilities:

- Analyze sign-up data from first months of national implementation and setup sustainable formulas for future analysis and communication
- Manipulate, filter, and synthesize large datasets to determine subscriber numbers broken down by a variety of factors
- Generate visually appealing and useful reports for diverse audiences using data visualization
- Develop reporting systems

Qualifications/Skills:

- A curiosity to always know more and get to the root of a problem
- A tendency to ask questions and anticipate questions that may be asked
- Self-motivated, detail-oriented and highly-organized
- Familiar with diverse technologies and software for data analysis
- Prefer a graduate student working towards an MBA, MPA, MPP, degree in data science, or related field

About Bright by Three:

Bright by Three is a Colorado-based nonprofit organization that provides parents and caregivers of children age 0-5 with the tools they need to promote a child's readiness for lifelong learning and success. We work with 700 partner agencies across the state to serve over 25,000 families annually through our visitation program and *Bright by Text*. *Bright by Text* launched nationally in May 2017 with plans to continue scaling nationally through community based partnerships.

Application Process:

This is a part-time, unpaid internship requiring 8 -15 hours per week. For the right candidate, we look forward to being flexible in developing a commitment level that will work best for your career development. To apply, please submit your resume, a cover letter that explains your interest in the position, and a one-page sample of related work with position title in the subject to Lynn Debilzen at lynn@bb3.org.