Minnesota Justice Research Center
Research Intern

Role: Research Intern
Position Type: Part-time, hourly (~5 hours per week) - length/start date negotiable
Compensation: Volunteer/unpaid

Organization Overview
The Minnesota Justice Research Center (MNJRC) is a nonpartisan, nonprofit organization dedicated to driving meaningful change to Minnesota’s criminal legal system through rigorous and community-centered research, education, and policy development. The MNJRC centers our work around exploring values - like humane and fair treatment for all, safety, wellbeing, and trust - and provides our community and policy-makers with information and tools needed to create a criminal legal system that truly delivers justice.

Research Overview
Our research program is led by our Research Director in partnership with a Research Steering Committee. Our growing team of Research Managers, Assistants, and Consultants are on-the-ground designing evaluations, collecting data, working with partners, and contributing to research products and the creation of educational tools and policies on a project-by-project basis. Our research interns support our Research Director, working across projects.

Currently, we conduct a mix of 1) partnership and evaluation research, where we work with local organizations and agencies to evaluate programs and processes, and provide recommendations for meaningful change, and 2) policy-focused research including shorter memos analyzing data alongside longer reports digging into critical issues that respond to community needs and legislative conversations. We are also building out our capacity to conduct true community-led research, a more participatory and liberatory approach to turn our lens on the system while working in direct partnership with community members, rather than continuing to extract from and study directly affected communities. Our research is guided by five core values: community, rigor, diversity, participation, and impact.

RESPONSIBILITIES
- Project organization and scheduling
  - Organize project logistics (e.g. note-taking, documents, scheduling, etc.)
- Background research
○ Read and annotate/summarize relevant research
○ Attend relevant webinars/community events

● Data collection and analysis support
  ○ Support data collection processes, especially logistics (e.g. participant incentives, email communication, cleaning recordings, ordering transcripts, etc.), monitor secure data storage

● Community education and outreach support
  ○ Supporting logistics of presentations and community conversations
  ○ Interacting with research partners

● Other
  ○ May support other organization-wide tasks including policy and education work and administrative tasks as needed

REQUIRED QUALIFICATIONS

● Deep attention to detail and strong organization skills
● Reliable computer access and internet - a significant portion of the work is virtual
● Willingness to travel to meet in-person as necessary - we require flexibility and a willingness to be in community to conduct our work when possible!
● Excellent interpersonal skills; ability to work with a diverse clientele
● Ability to work as part of a team in a dynamic environment - ready for disagreement and tension
● A self-starter mentality while also able to report to, clearly communicate with, and respond to team

STRONGLY PREFERRED QUALIFICATIONS

● Degree in sociology, social work, criminology, or other relevant social science or currently enrolled or employed by an academic institution
● Some knowledge of the Minnesota legal system and a firm commitment to understanding and transforming how we think about justice in Minnesota
● Identifies as a BIPOC
● Formerly incarcerated or survivor/victim of a crime - experience with the criminal legal system

HOW TO APPLY

Please send a brief (1-2 page) cover letter and resume all in one document (PDF preferred) to info@mnjrc.org. Please highlight clearly how your qualifications and experiences align with those listed above and interest in the issue area. We will accept applications as needed on a rolling basis.