Internship opportunity

The following information has been provided by the host organisation and outlines the opportunity available. Any queries about this internship should be addressed to the host organisation at the details provided below.

Name of host organisation: The Education Endowment Foundation (EEF)

Brief description of the host organisation:

The Education Endowment Foundation is an independent charity dedicated to breaking the link between family income and education achievement. We do this by supporting schools, nurseries and colleges to improve teaching and learning for two- to 19-year-olds through better use of evidence. Find out more at the EEF website.

Internship opportunity/opportunities available

Summary the project(s) available to interns to include:

- *the types of activity that they will engage with and the expected outputs/deliverables*
- *what support the student will receive during their internship*

The EEF is recruiting two interns to the Evidence Synthesis team. High quality research and evaluation is at the heart of the EEF's work. The Evidence Synthesis team's responsibilities within the EEF include producing research and advice on education topics, building and maintaining high quality evidence infrastructure across the organisation, and quality assuring EEF publications. You can read more about the EEF's Teaching and Learning Toolkit, our accessible summary of education evidence, here: Teaching and Learning Toolkit | EEF (educationendowmentfoundation.org.uk)

On a placement with our synthesis team you will working with, and supported by, our existing Research Managers to conduct systematic reviews and internal research projects on relevant education topics. Depending on the projects you work on, you may gain experience with developing search strategies, writing protocols, full text and abstract screening, data extraction, developing taxonomies, narrative synthesis, meta-analysis and using R. You will also have the opportunity to use these skills on EEF synthesis projects at different stages.

Work might include searching, screening and extracting data from published education studies, supporting internal research projects to produce outputs of high quality, using rigorous methods (e.g. REA on remote education), and working across other EEF teams to ensure outputs are accurate, accessible and engaging. At the end of your placement, you will have the opportunity to continue working with the EEF, either by applying for upcoming internal or external vacancies, as they arise, or as part of our pool of remote coders.

Skills and experience required for the role

- An undergraduate degree (or equivalent experience) in an education, economics, policy, statistics, data science, social sciences or health-related subject. Currently an ESRC-funded student within a Doctoral Training Partnership or Centre for Doctoral Training.
- Understanding of and/or an interest in evidence methods and standards.
- An interest in, experience, or skills that could be applied to conducting or commissioning rapid evidence assessments and systematic reviews, and analysing education research.
- Experience of and/or interest in adapting or developing resources or publications to accessibly communicate research findings.
- Strong initiative and curiosity to quickly understand the EEF's aims and activities.
- A proactive, flexible and collaborative approach, and the ability to work independently as well as part of a team.

Working arrangements and location of the internship

You will be part of the EEF's Synthesis Team, an expert team responsible for producing high-quality research and advice on relevant education topics and quality assuring EEF publications.

The two available placements will be over a minimum of three months, full-time, with flexibility in terms of when they take place. The EEF is also open to discussing other ways of structuring the placements (e.g. part-time over six months), for the right candidates. This opportunity is open to ESRC-funded students who must ensure that their Doctoral Training Partnerships is willing to extend their studentship, with the associated stipend and fees, to accommodate the internship. The EEF will reimburse reasonable costs associated with the placements (e.g. travel and subsistence), in accordance with its expenses policy, and provide any equipment required.

Working arrangements will include:

- Flexible start and end working times with core hours between 10am and 4pm.
- Office location is in London, but with the ability to work flexibly or remotely for up to 80% of the placement.

Diversity and inclusion:
The EEF has been awarded bronze status in the Inclusive Employers Standard. We are committed to creating a diverse environment and ensuring that all qualified applicants receive equal consideration. We are committed to fair and inclusive recruitment practices and are open to flexible working schedules.

Things to know:
All EEF staff are subject to a check by the Disclosure and Barring Service (DBS) and this will be undertaken for successful applicants. The level of check which will apply shall be a basic level check.

How to apply

To include:

- *The closing date and time for applications*
- *Application format (i.e. CV, cover letter, application form, etc)*
- *How to submit an application*

If you're interested in this position, please send your CV and a supporting statement along with a completed ESRC placement and funding permissions form to Marianne Barlow at recruitment@eefoundation.org.uk

Your supporting statement should address the following points:

- Why you want to take up a placement in the Synthesis Team at the Education Endowment Foundation.
- Your experience and/or interest in undertaking and/or supporting our research – particularly any experience with systematic reviews, rapid evidence assessments and analysing or evaluating education research.

Key Dates Applications Open:

- Applications Open: 2nd May 2025
- Applications Close: 2nd June 2025 at 23:59
- Pre-Interview Task: w/c 9th June 2025
- Interviews: w/c 16th June 2025

A decision will be provided as soon as possible and the internship start date is flexible. We reserve the right to change the closing date depending on the number of responses received. Please submit your application as soon as possible to ensure it is considered in the selection process. If you have a disability and can demonstrate that closing this post early would impact on your ability to submit an application in time, please contact our Human Resources team (recruitment@eefoundation.org.uk) to request arrangements for an application to be submitted within the original time frame.

Recruitment process

The host organisation is responsible for processing the applications received for this opportunity and applications will be processed as follows:

Applications will be reviewed against the criteria outlined in the skills and experience section above. The recruitment process will involve a short task to test applicants' ability to analyse education research and an interview with members of the synthesis team.

Host contact details

Any queries about this opportunity should be addressed to the host organisation.

Thank you for your interest in working at the Education Endowment Foundation (EEF). If you have any queries, please contact Marianne Barlow at recruitment@eefoundation.org.uk