



The Sycamore Institute is accepting applications for our internship program. These intern positions are unpaid and based in our downtown Nashville office.

Positions Available

Please apply for one of the following positions:

- **Policy Intern** — The Policy Intern works primarily with the Deputy Director and Policy Analyst and typically writes a brief or report related to Tennessee state-policy and may help with other research projects, as needed. Duties include carrying out relevant research, analysis, and writing. Original research ideas consistent with Sycamore’s mission and research agenda are welcome. Current or recent undergraduate and graduate students with an interest in state criminal justice, social, health, and/or fiscal policy issues and those with training in statistics and data analysis are encouraged to apply.
- **Administration & Communications Intern** — The Administration & Communications Intern works primarily with the Executive Director and communications and engagement staff. Duties may include assisting with operations, scheduling, public relations, and event planning. Current or recent undergraduate and graduate students with strong writing skills and an interest in nonprofit management and communications are encouraged to apply.

College credit is optional, and not required. We will provide appropriate documentation if necessary. Interns commit to spending a minimum of 10 hours a week in our downtown Nashville office.

Program Dates

- Summer: Late May - Early August
- Fall: Late August - Late November
- Spring: Late January - Late April

Application Deadline

- Summer 2023: Apply by February 28, 2023
- Fall 2023: Apply by May 15, 2023
- Spring 2024: Apply by October 15, 2023

Applications are due by 5:00 p.m. CT on the dates listed above. We encourage you to apply early.

About The Sycamore Institute

Founded in 2015, The Sycamore Institute is an independent, nonpartisan public policy center whose mission is to provide accessible, reliable data and research in pursuit of sound, sustainable policies that improve the lives of all Tennesseans.

To Apply:

Email a cover letter and resumé to info@sycamoreTN.org. In your email, please specify the semester and position for which you are applying and include “Internship Application” in the subject line. No calls or in-person application submissions please.