

**Job Title:** District Analysis Fellow - E3 Susan Dawson Fellowship

**Organization:** E3 Alliance

**Application Due Date:** November 24, 2025

### **Fellowship Overview**

The E3 Alliance Susan Dawson Fellowship is a 10-week, paid, hands-on, engaging experience for students to gain insights and exposure to career opportunities in nonprofit education data. Specific projects fall under data research, data visualization and storytelling, or data utilization to improve outcomes.

This rigorous and enriching program integrates **projects, education, and mentoring** for students to envision careers within the education nonprofit sector while developing valuable skills and gaining relevant experience.

The Fellowship includes three educational series:

- Nonprofit Leadership: Opportunities to meet and learn from different nonprofit leaders
- How Nonprofits Work: Insights into nonprofit metrics, policy & advocacy, funding, nonprofit boards
- Professional Development: Networking, Storytelling, Presentation Skills

Fellows are assigned a personal mentor who guides them during the fellowship project, explores career aspirations, and provides networking opportunities.

### **Project Overview**

The District Analysis Fellow will refine and expand E3 Alliance's Superintendent Engagement Workbook, a tool that helps E3 staff and leadership strengthen relationships with Central Texas districts. Building upon the current pilot, the Fellow will collect new data, analyze lessons learned, streamline data fields, and enhance how superintendent priorities, engagement histories, and alignment opportunities are captured and visualized.

The Fellow's work—refining data categories, improving data collection methods, and integrating visuals and summaries—will help E3 staff easily identify what matters to superintendents, what data resonates most, and where collaboration can deepen. The outcome will be stronger relationships, more aligned initiatives, and increased regional impact across the districts E3 Alliance serves.

At the end of the 10-week fellowship, the Fellow will deliver the following:

- Refined Superintendent Engagement Workbook capturing superintendent priorities, data resonance, connections, and funding opportunities.
- Workbook Implementation Guide for staff use
- Lessons Learned & Recommendations Report
- Presentation highlighting findings and demonstrating how the tool supports leadership strategy.

### **Responsibilities & Compensation**

10-week Fellowship

- Complete 200 hours (mentoring, education series, and project work) to receive course credit.

- Complete a data-related project
- Develop and deliver a presentation about the project and fellowship experience
- Work 75% in-person and up to 25% remote
- Fellows receive a \$4,600.00 stipend for their work based on 200 hours.

### **Qualifications**

- Undergraduate or Graduate Student currently enrolled in college or university
- Pursuing an undergraduate or graduate degree in Data Science, Business, Marketing, Computer Science, Communications or a related field.
- Undergraduate students should be enrolled in the latter half of their degree program. (Second year for an associate's degree and junior/senior for a bachelor's degree.)

### **Required Skills & Experience**

- Strong analytical and organizational skills.
- Proficiency with Excel (pivot tables, data validation, charts).
- Ability to synthesize and communicate insights clearly
- Understanding of stakeholder engagement or education systems preferred.
- Strong written and oral communication skills.
- Proficient in Microsoft Office Suite (WORD, EXCEL, PowerPoint) and Google Workspace
- Ability to work independently and collaborate effectively with others
- Proactive and positive attitude
- Demonstrated leadership and time management skills

### **To Apply**

- **Application Due Date:** November 21, 2025
- Submit your application here: [Fellowship Application](#)
- You will need to include a resume, cover letter, and short essay (prompt below).
- Be sure to utilize the Career Services Department, Writing Center, or other resources at your school to help prepare and proofread your resume, cover letter, and essay.

#### **Essay Question:**

Describe a topic, idea, or concept you find so engaging that it makes you lose track of time. Why does it captivate you? Essay should be no more than 500 words.

### **About E3 Alliance**

E3 Alliance is a nonprofit organization leading the charge in the relentless pursuit of education transformation for Texas students. Founded in 2006, E3 Alliance is a Texas-based education collaborative that leverages data to serve as a catalyst to impact educational outcomes for all students—cradle to career. Partnering with school, community, and business leaders, E3 Alliance brings together diverse voices to collaborate and build a strong, equitable education pipeline that delivers a trained and educated workforce while creating long-term, systemic change.

**Core Values: Trustworthy | Resolute | Collaborative | Intentional**