



Data Intern

Description of Organization

Centro de los Derechos del Migrante, Inc. (CDM) is the first transnational migrant workers' rights organization based in Mexico to support migrant worker organizing and advocacy on both sides of the U.S.-Mexico border. Since its founding, CDM has been driven by its mission to improve the conditions of low-wage workers in the United States. With a binational, multilingual staff and geographic reach, CDM has grown over the past 15 years in response to an increasing need, but its end goal remains unchanged: to overcome the border as a barrier to justice.

CDM envisions a world where migrant workers' rights are respected, and laws and policies reflect their voices. Through multilayered outreach and engagement strategies, CDM supports migrant workers to defend and protect their rights during recruitment, while at work in the U.S., and as they return to their home communities. Further information about our work and projects is available on our website: www.cdmigrante.org.

Position Summary

Centro de los Derechos del Migrante, Inc. (CDM) seeks a Data Intern to work up to 20 hours per week through September 29, 2022. This is a unique opportunity to support CDM's newest Worker Health Initiatives focused on ensuring health and safety for frontline workers.

Key responsibilities

- Support the Data Analyst on a variety of data projects and assignments;
- Aggregate data from various sources to create streamlined data pipelines;
- Assist with data entry and management;
- Perform data cleaning and manipulation tasks;
- Complete other projects assigned by the Data Analyst.

Required skills

- Professional fluency in spoken and written Spanish;
- Experience with data entry and data cleaning;
- Excellent time management skill and the ability to complete assigned projects independently.

Preferred skills

- Geocoding/QGIS;
- Knowledge of Tableau;
- Knowledge of R;
- Familiarity with Salesforce.

Compensation

This is a temporary part-time position. Work may be performed remotely from anywhere in the United States. The rate of pay for this position is \$20 per hour for up to 20 hours per week through September 29, 2022. The number of hours worked per week is negotiable and dependent upon the successful candidate's schedule and the needs of the organization.

Interested candidates should submit a resume and a list of three professional references to info@cdmigrante.org with the subject line Data Intern. No phone calls please.