

Diversity and Inclusion Consulting Intern

Founded in 2012, Brooks Consultants is a female-owned, award-nominated management consulting company with consultants and clients nationwide. We specialize in talent management, organizational development, and diversity, equity, inclusion, and belonging (DEIB).

Our programs influence a change in behavior and have an impact on an organization.

We use our five-step methodology when creating a solution for clients: Discover-Partner-Design-Execute-Evaluate.

We partner with organizations that are looking for **RESULTS** from training, not just a box that is checked off.

Our Mission: Engage Talent. Develop Leaders. Yield Results.

Our Vision: Developing leaders that will make an impact in their organization

We have worked with companies such as Papa Johns, Empire Covers, Opus Agency, and the National Hemophilia Foundation

An ideal candidate for this role will have a passion for diversity, equity, inclusion, and belonging (DEIB). We are looking for an intern who can help in the following areas:

- Talent Management
- DEIB
- Data Analytics
- Organizational Development

In this internship, the candidate will have the opportunity to:

- Develop consulting and project management skills
- Increase DEIB data analytics knowledge
- Strengthen communication, presentation, and facilitation skills
- Connect with decision makers and stakeholders

Primary responsibilities may include (but are not limited to):

- Assist with researching potential DEIB clients for consulting services
- Develop marketing strategies for DEIB initiatives
- Partner with consultants to conduct diversity audits through focus groups, surveys, records assessments, and data analysis
- Coordinate, schedule, and attend various DEIB meetings, partnership calls, etc.
- Enroll students and organizations in diversity and other university courses
- Assist CEO with general miscellaneous tasks where requested

Project:

- Intern will have to solicit, pitch a proposal, and consult two companies

Minimum Qualifications:

- Graduate level student (I/O, HR, Training and Development majors)
- Passionate about Diversity, Equity, Inclusion and Belonging
- Basic knowledge of Smartsheet or willing to learn
- Excellent presentation skills
- Ability to work both independently and in a team-oriented, collaborative environment
- Have experience with Microsoft Office (i.e., Word, Excel, Outlook, etc.)

Remote

Hours: 20-30 hours a week

\$500 monthly stipend

Must receive internship credit