**2016 Cornell University ILR School, Human Capital Development (HCD)**

**New York City**

Human Capital Development (HCD), is part of the ILR School, Extension and Outreach Division in NYC. The primary work of HCD is to deliver educational programming.

HCD provides research fellowship opportunities for summer 2016 in New York City. Fellows will conduct research and assist Extension faculty. *These are paid, full-time fellowships in NYC and will last approximately 9 weeks between June 2 and August 15, 2016.*

**Areas of research will include:**

Employment Law, Employee Relations and Diversity & Inclusion:

* Employment law updates
* Research legal and investigations information
* Assist with ongoing development of all Employee Relations, Legal, Equal Employment Opportunity and Diversity & Inclusion workshops and materials

**Qualifications:**

• Excellent written and verbal skills;

• Ability to work independently;

• Research and analytical skills;

• Interest in learning more about human capital development;

• Interpersonal skills and the ability to work as a member of a high-performing team;

• Proficiency in web-based research and Microsoft Office;

• *Preference will be given to those with relevant work experience; all encouraged to apply.*

**Submissions for the 2016 HCD Summer Fellowship must include:**

1. A cover letter explaining which content area you are most interested in and why
2. A resume (including current contact information & graduating class)
3. An applicable writing sample

Please send complete application to Ms. Andrea Rose (amr348@cornell.edu) **by April 4th, 2016** *Be sure to indicate workweek availability (standard hours Mon-Fri, 9-5) in your email. If you cannot work those hours, describe preferred schedule.*

**Finalists will be announced in mid-April**, with interviews to follow.

Participants are responsible for their housing accommodations in NYC.

*Cornell University is an equal opportunity, affirmative action educator and employer.*