



ICUT FELLOW: Part-time Graduate Fellowship

Independent Colleges and Universities of Texas (ICUT), a 501c3 nonprofit association, represents 40 private, nonprofit colleges and universities across the state. Together, these institutions educate more than 135,000 students annually, contribute significantly to Texas' workforce and strengthen local communities. ICUT advocates for sound public policy, fosters collaboration among campuses and amplifies the impact of independent higher education in the state and across the nation.

We are seeking a part-time ICUT Fellow to join our Austin-based team. This fellowship is designed for graduate students pursuing careers in higher education leadership, public policy, nonprofit management or similar. Reporting directly to ICUT's Senior Director of Strategy and Communications, the Fellow will gain hands-on experience in legislative affairs, communications and member engagement while providing meaningful support to ICUT's mission.

Responsibilities

- Track state and federal higher education policy developments and draft concise updates.
- Prepare advocacy briefs, bill summaries and talking points.
- Contribute to newsletters, social media, collateral and website updates.
- Conduct policy and programmatic research; present findings to staff and membership.
- Support member services by responding to requests for policy resources and information.
- Contribute to special projects that advance ICUT's strategic priorities.

Qualifications

- Current enrollment in a graduate program in higher education, public policy, administration or related field.
- Strong interest in higher education policy and nonprofit leadership.
- Excellent writing, research and communication skills.
- Ability to balance multiple projects and meet deadlines.
- Proficiency with Microsoft Office; familiarity with web and media creation tools a plus.

Fellowship Details

- 10–15 hours per week, hybrid in-person/remote.
- \$20.00 – \$25.00 hourly (commensurate with experience).
- Spring 2026 academic term position with option to extend.
- Professional development, mentorship and networking opportunities included.

How to Apply

Please send a resume and letter of interest to Sam Rauschenfels, Senior Director, Strategy and Communications, at sam.rauschenfels@icut.org. Applications will be reviewed on a rolling basis until the position is filled.