

## Associate Consultant (IO Psychology Intern) | CMA Kansas City

**CMA (Colarelli, Meyer & Associates)** has an opening for a one-year internship beginning this summer for a PhD candidate who has completed their master's degree. CMA ([www.cmaconsult.com](http://www.cmaconsult.com)) is a successful and growing management consulting firm providing customized services to 450+ clients including Fortune 500, private entrepreneurial companies, family owned businesses and not-for-profits. We provide assessment, leadership development, coaching, 360° feedback, organizational development and strategic planning services to clients internationally. The Kansas City office focuses primarily on supporting clients in the Greater Kansas City area, as well as Western, MO, the state of Kansas, Omaha, NE, and Des Moines, IA. Team members frequently have the opportunity to collaborate with other consultants and clients across offices. For more information, please visit our website at [www.cmaconsult.com](http://www.cmaconsult.com).

CMA is actively recruiting for a 20-hour/week internship working primarily with the Kansas City office. The internship is potentially renewable for 1 year. The intern will have an opportunity to collaborate with 16 full-time consultants and 5 other Associate Consultants. The internship can be located in KC or virtual, but will require periodic travel to KC and other markets based on client and other business needs (<10% travel).

### Responsibilities

In general, responsibilities and client contact will align with skill level. The following are typical responsibilities. The exact assignments depend on our engagements with clients and the person's capability.

- Participate in projects under the direction of an experienced consultant (e.g., employee surveys, leadership development, develop selection system components, organizational assessment, etc.) depending on the mix of work with our clients. Will gain exposure to how multiple CMA consultants conduct projects and manage client relationships.
- Participate in individual selection and developmental assessments. Conduct role plays for the assessment of candidates for management and executive positions and provide input to the assessor.
- Collect 360° feedback data and prepare report for client.
- Support delivery of in-person client projects, as-needed.
- Conduct research for consultants related to client issues.
- Prepare presentations for roundtable meetings.
- Assist with general promotion and marketing efforts.
- Participate in or lead social media marketing and other projects.

- Conduct job analysis, perform technology set up and train client personnel to use selection products purchased from CMA. Provide client support after installation.
- **The position will be 100% remote unless the person has an interest in working out of the Kansas City office.**

#### Education / Experience

- The successful candidate will have a Master's degree. in I/O, Clinical, or Counseling Psychology, and will be currently enrolled in a full-time accredited psychology Ph.D. program.

#### Hours

- This is a contract position with a flexible schedule. Associate Consultants typically work 20-30 hours per week on average. Any single week may be heavier or lighter depending on client needs and Associate Consultant availability.

#### Timeframe

- Begin in summer 2017; specific start date flexible.
- A one-year commitment; specific end date flexible.

#### Supervision

- Regular supervision by the Kansas City market leader, a licensed IO Psychologist.
- Project specific supervision by experienced consultant with client relationship responsibility.
- Meet with CMA managing partner monthly.

#### Travel

- Travel expectations are up to 2-4 nights per month (10-20%), though travel requirements will be contingent on client needs and Associate Consultant availability.

Applicants may respond with a cover letter and resume to [vphr@cmaconsult.com](mailto:vphr@cmaconsult.com) by February 15.