

JOB POSTING

SENIOR RESEARCH ASSOCIATE

Action Research is a boutique research and consulting firm, nationally recognized for its innovative research in child welfare. Our office is located in one of Brooklyn's most vibrant neighborhoods—just one block from Industry City in Sunset Park. We conduct research, evaluation and policy analysis for child welfare systems across the country, providing the information and actionable research that provides a path to better outcomes for children, youth and families. Action Research drives system reform; leads exploratory research; conducts program evaluations and administrative data analysis; and advises leaders and frontline staff on critical issues.

The Opportunity

Action Research has an opening for a senior leader of our entrepreneurial research and analytic team. We are seeking an enthusiastic and entrepreneurial researcher with a background in applied social science using mixed methods, with outstanding quantitative research skills, demonstrated success in research proposals, and a passion for improving children, youth and family services. The Senior Research Associate will lead research projects, interface with clients and funders, develop new opportunities, and contribute to organizational and professional growth.

The Senior Research Associate will collaborate with the Managing Partner to advance our mission and the work of the organization. The ideal candidate will thrive in Action Research's dynamic and supportive work environment, driven by the opportunity to make a difference in government decision-making and policy, and the chance to help guide the direction of a small but highly influential organization. Action Research currently partners with government agencies such as the NYC Administration for Children's Services, academic institutions such as the NYU School of Law, and funders such as Casey Family Programs and the Conrad N. Hilton Foundation. For a full list, see our website.

Responsibilities

The Senior Research Associate will develop, manage, and execute a portfolio of child welfare research and consulting projects across Action Research's policy areas; s/he/they will write proposals and study designs; perform quantitative and qualitative data analysis; represent Action Research to clients and the public; communicate findings to stakeholders; write reports; supervise, support and train a talented staff; and ensure high-quality work that furthers our mission.

The Senior Research Associate will work closely with the Managing Partner and research team to:

- Develop and serve as principal investigator on a range of child welfare research and analysis projects;
- Author reports for government partners and funders;
- Analyze large administrative databases using SQL, SPSS, Stata and other programs, including generating statistical models and geographic displays of data;
- Present findings of research, evaluation, and policy analysis to diverse audiences;
- Develop, support and train research team on applied research methods;

- Manage IRB submissions for research involving human subjects;
- Write research proposals and undertake business development; and
- Implement initiatives to build on organizational infrastructure.

Qualifications

Candidates must possess the following qualifications:

- A PhD in sociology, economics, political science, public policy, social work research, or a related field and at least four years of relevant experience. Candidates with Master's degrees in relevant fields will also be considered and are expected to have additional experience.
- Skilled in administrative data analysis and command line programming using SPSS (preferred), SAS, Stata, R and/or related programs, including ability to use or quickly learn SQL for data extraction;
- Knowledge of and experience with quantitative and qualitative research designs and analytic methods;
- Knowledge of research and policy in child welfare, social services, youth development, homelessness, public policy, and/or related fields;
- Commitment to social justice and equitable policies and programs;
- Demonstrated success applying for, receiving, and managing research grants;
- Ability to work on multiple projects effectively and efficiently, both independently and collaboratively in a team;
- Excellent oral and written communication skills with the ability to convey complex research findings to broader audiences, and to develop clear, visually compelling reports for government, nonprofit, and private sector partners;
- Exceptional interpersonal skills with the ability to create and maintain working relationships with government and other partners; and
- A commitment to a collegial workplace.

Hours, Salary and Benefits

This is a full-time position. Salary and benefits are competitive with national high-quality nonprofit research organizations, and include health insurance, student loan repayment program, 401(k) with profit sharing feature, paid vacation, sick, and personal time, and more. Salary is commensurate with experience.

How to Apply

Please send your resume with a cover letter and a list of three professional references to hr@actionresearch.io with a subject line of "Senior Research Associate Opportunity". Applications will be accepted until the position is filled.

If necessary, application materials may be mailed to:

Action Research, 132 32nd Street, Suite 110, Brooklyn, NY 11232

Please use only one method (online or mail) of submission.

Action Research is an equal opportunity/affirmative action employer. All qualified applicants will be considered for employment without unlawful discrimination based on race, color, creed, national origin, sex, age, disability, marital status, sexual orientation, gender identity, military status, prior record of arrest or conviction, citizenship status, current employment status, or caregiver status.