EdPolicyWorks Research Specialist Intermediate

EdPolicyWorks at the University of Virginia is seeking a Research Specialist Intermediate to work with education policy Faculty and other researchers on large-scale, complex research studies. Our projects aim to advance educational and economic opportunity for socioeconomically-disadvantaged individuals, from birth through the workforce.

EdPolicyWorks is a joint collaboration between the Curry School of Education and Human Development and the Frank Batten School of Leadership and Public Policy which seeks to bring together researchers from across the University of Virginia and the State to focus on important questions of educational policy. This position is ideal for individuals with an interest in conducting rigorous, quantitative policy research. Applicants with the intention of ultimately pursuing doctoral studies in education, public policy, economics and related fields are encouraged to apply.

The ideal candidate will have expertise conducting social science research, and will be capable of conducting complex tasks involving independent decision-making, while reporting to one or more Faculty members or senior research personnel. Our projects use multi-disciplinary teams, where all team members play an active role and often wear multiple hats. The Research Specialist Intermediate may have the opportunity to:

1. Work on a variety of projects that involve agencies like the Virginia Department of Education, the Virginia Community College Systems, the Louisiana Department of Education and more.
2. Work with leaders in the fields of education policy to conduct rigorous, quantitative research that will directly inform pressing policy issues ranging from early childhood education, K-12 education reforms, college access, and workforce supports.
3. Be involved with, and often times take a leadership role in, multiple phases of the research process which could include.
   - Reviewing and synthesizing academic and policy research literature
   - Collecting, cleaning, and managing data from multiple sources
   - Performing detailed and complex data analyses
   - Utilizing new, cutting-edge or data science methods, such as machine learning algorithms, PDF and web-scraping, and data visualization.
   - Conducting rigorous impact analysis to evaluate the effectiveness of interventions
   - Drafting academic papers and policy memos detailing the results of projects
   - Potentially earn co-authorship status for academic publications on one or more projects
4. Be involved with the processes required for securing research funding, building and maintaining partner relationships, and communicating results to a variety of technical and non-technical audiences.
5. May supervise exempt and non-exempt research and support personnel and/or student workers as needed.
6. In addition to the above job responsibilities, other duties may be assigned.

The ideal candidate will have:

- Strong interest in early childhood, k-12, higher education, or workforce policy issues.
- The ability to take initiative, work independently, and effectively manage one’s own time.
- Experience working in teams and with multiple researchers.
- Experience supervising others.
- Excellent organizational skills and the ability to work across multiple projects at the same time.
- Strong written, verbal, and interpersonal communication skills.
- Strong coding skills in Stata or a related program.
**MINIMUM REQUIREMENTS**

**Education:** Bachelor’s degree in economics, public policy, statistics, psychology, computer science, or related field.

**Experience:** 3+ years of relevant research experience. Master’s degree will be considered in lieu of experience. Experience working with large-scale data with Stata or a similar program.

**Licensure:** None.

**PREFERRED REQUIREMENTS**

**Education:** A Master’s degree in relevant field.

**Experience:** 5+ years of experience conducting research. Experience collaborating with a diverse group of stakeholders. Experience conducting rigorous quantitative research.

**PHYSICAL DEMANDS**

This is primarily a sedentary job involving extensive use of desktop computers. The job does occasionally require walking to attend meetings, and programs.

Position Compensation Range: $46,000 - $65,000 Annually

"""Please note that this is a restricted position and continuation beyond a year is dependent upon the availability of funding and satisfactory performance."""'

**TO APPLY**

**PROCESS FOR INTERNAL UVA APPLICANTS:** Please apply through your Workday Home page, search “Find Jobs”, and search for EdPolicyWorks Research Specialist Intermediate. Complete an application online and attach a cover letter, CV/resume, and contact information for three references (name, email address, telephone number, address).

**PROCESS FOR EXTERNAL UVA APPLICANTS:** Please visit the UVA job board Workday, complete the application and attach a cover letter, resume/CV, writing sample, and three references (name, email address, telephone number, address). This position is open until filled.

For questions about this position or the application process, or for nominations and/or recommendations, please contact Bethany Case, Academic Recruiter, at bcase@virginia.edu.

In addition to this posting, our department has four other related openings available for your application. Should your qualifications align and the description piques your interest, we encourage you to apply to be considered in each pool. To preview and apply to these additional postings, visit the links below. If you are an internal UVA applicant please apply through your Workday Home page:

- EdPolicyWorks Project Associate
- EdPolicyWorks Research Specialist
- EdPolicyWorks Research Specialist Senior
- EdPolicyWorks Post-Doctoral Associate

If you are an internal UVA applicant, please apply through your Workday Home page, search “Find Jobs”, and search for the above job titles. Complete an application online and attach a cover letter, CV/resume, and contact information for three references (name, email address, telephone number, address).

*The University of Virginia, including the UVA Health System and the University Physician’s Group are fundamentally committed to the diversity of our faculty and staff. We believe diversity is excellence expressing itself through every person’s perspectives and lived experiences. We are equal opportunity and affirmative action employers. All qualified applicants will receive consideration for employment without regard to age, color, disability, gender identity, marital status, national or ethnic origin, political affiliation, race, religion, sex (including pregnancy), sexual orientation, veteran status, and family medical or genetic information.*