Quantitative Research Assistant

Fall 2021

About the Organization

Research for Action (RFA) is an independent, non-profit educational research organization with a mission of using research to achieve equitable educational opportunities and outcomes to help inform better policy and practice decisions. With three decades of experience, our work is designed to strengthen public schools and postsecondary institutions; provide research-based recommendations to policymakers, practitioners and the public at the local, state and national levels; and enrich the civic and community dialogue about public education.

Summary

Research for Action (RFA) is seeking a **Quantitative Research Assistant** to contribute to education policy and evaluation studies through quantitative data collection, cleaning, analysis, and the writing of clear internal analytic memos. This position is an opportunity to gain content knowledge and practical quantitative analytic skills applied to timely, action-oriented education research. The Research Assistant will have potential to support multiple research projects on emerging Pre-K, K-12, postsecondary education, Out-of-school time and juvenile justice issues, through strong collaboration and time management skills, and a commitment to accuracy and transparency in their work. Salary will be determined based on the experience and qualifications of the candidate.

Job Qualifications:

- Bachelor's degree in a relevant field (such as statistics, sociology, economics, education, or public policy) which included coursework covering statistics and/or quantitative research methods.
- Knowledgeable in the use of descriptive statistics and basic inferential statistics (e.g. t-tests, ANOVA, single and multiple regression), required.
- Experience preparing quantitative data sets for analysis (e.g., encoding variables, handling missing or incorrect data values, removing duplicates, etc.), preferred.
- Experience with Stata or other statistical software such as SPSS, SAS, or R, preferred. Willingness and ability to learn Stata, required. Experience with programming languages, e.g., Python or JavaScript is a plus.
- Strong desire to grow additional quantitative education research skills in data preparation, research design, and advanced statistical techniques (e.g., multi-level modeling and propensity score matching).
- Demonstrated interest in contributing to our team's equity-focused practices in research design, data collection, analysis, and reporting.
- Strong interpersonal skills, including the ability to work collaboratively with team members on projects and to build rapport with interviewees, clients, and colleagues of diverse backgrounds.
- Excellent written and oral communication skills, and the ability to communicate effectively with academic, policy, and practitioner audiences, preferred.
- Research interests and experience in one or more of the following content areas:
  - Out-of-school programming and youth development
  - Early childhood education
  - K-12 and postsecondary education

- o Local, state, and federal education policy
  - o Juvenile Justice education
- This position may require occasional evening/weekend duties, as well as occasional travel.

Application:

Review of applications will begin in October 2021 and will continue until the position is filled, with an anticipated start date of January 3, 2021.

Complete an **application online** with the following documents:

- Cover letter that briefly summarizes qualifications and alignment to RFA's mission, and
- CV/resume.

For questions about this position, please contact Alison Murawski at hr@researchforaction.org.

Position Location

Most of RFA's staff are based in the Philadelphia metro region. Staff currently have the option of working remotely due to the COVID-19 pandemic. RFA's Center City Philadelphia offices are also open for work. The candidate for this position should be within commuting distance to RFA's Philadelphia offices and will be expected to work in the office regularly (up to 4 days per week) when the office fully reopens.

Diversity Statement

RFA is fundamentally committed to the diversity of our staff. We believe diversity is excellence expressing itself through every person's perspective and lived experiences. We are an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to age, color, disability, gender identity or expression, marital status, national or ethnic origin, political affiliation, race, religion, sex (including pregnancy), sexual orientation, veteran status, and family medical or genetic information.