



Title

Research Associate

Work Location

Remote from Philadelphia, PA

The Opportunity

Research For Action (RFA) is looking for a qualitative or mixed-methods researcher to join [its team](#) at the Research Associate level, which is a mid-to-senior level position in our organization. Research Associates have strong training and experience in social science research, as well as some methodological and content expertise relevant to RFA's mission and [areas of work](#). The Research Associate in this position will report to a Senior Research Associate or to the Director of Qualitative Research. They will support and manage RFA's multi-site project evaluating 21st Century Community Learning Center outcomes in the Philadelphia area during their first year, as well as contribute to the development and execution of other Out-of-School-Time (OST) and K-12 research projects. The person in this position must be based in or within commuting distance of Philadelphia.

About Research for Action

[RFA](#) is an independent, non-profit educational research organization with a mission of using culturally responsive and community-informed research to promote racial equity and social justice. For 30 years, we have conducted research and developed partnerships to strengthen public schools and postsecondary institutions; provided research-based recommendations to policymakers, practitioners and the public at the local, state and national levels; and enriched the civic and community dialogue about public education.

RFA's portfolio of local and national research, evaluation, and policy studies span critical topics related to advancing equity for students, families, and communities across the education pipeline. Some of our [recent and current projects](#) examine teacher diversity and Black teacher attrition, the impact of statewide developmental education reform on community colleges, gaps in educational opportunity for minoritized K-12 students across the nation, the implications of new high school graduation requirements on district-wide outcomes, how higher education institutions can address racial equity gaps, the implementation of an anti-violence community program, and the impact of COVID on Head Start and Early Head Start workforce stability. A focus on and commitment to community engagement is a defining component of RFA's research enterprise. Our Community Engagement division hosted its first [Teach-In](#) in April 2022.

Between December 2022 and November 2023, RFA is engaging in a strategy- and culture-building process to further establish its mission, vision, and values, to chart its theory of action for impact, and to strengthen its culture in the post-COVID remote/hybrid environment. Team members who join RFA during this time will have the opportunity to contribute to organizational change and to shaping how RFA will aim to promote racial equity and social justice through culturally responsive and community-informed educational research.

Key Responsibilities

- Lead or co-lead the design and planning of research projects, with support from colleagues. Includes the development of data collection instruments and processes.
- Lead or co-lead the day-to-day activities of projects and their teams as project director, with support from colleagues. Includes developing work plans, delegating tasks to team members and providing coaching, liaising with project partners, developing and tracking project budgets and timelines, and leading data analysis and write-up.
- Conduct in-person fieldwork across various projects and in a variety of settings, including community organizations/out-of-school time centers, early childhood centers, K-12 schools, and postsecondary institutions.
- Develop high-quality project deliverables that clearly convey research findings and impacts to multiple audiences.
- Contribute to multiple concurrent projects within RFA's portfolio as appropriate.
- Contribute to the development of research proposals and partnerships.
- Supervise and mentor more junior colleagues.

Education, Experience, and Skills

RFA considers any combination of professional experience, volunteer work, coursework, and other transferable skills as qualifications. Candidates need not demonstrate all criteria to be considered for the role.

- Doctoral degree in education or the social sciences, or an equivalent combination of training and experience.
- Qualitative research experience in educational and applied research settings, including designing and executing qualitative studies involving in-person and virtual fieldwork. Program evaluation experience preferred.
- Strong organizational skills including demonstrated experience managing research projects. Experience leading research/project teams preferred.
- Strong interpersonal skills, including ability to work collaboratively with team members on projects and ease at building 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.
- Demonstrated research interests in out-of-school time/youth development as well as at least one other [RFA expertise area](#).
- Demonstrated ability to work effectively in the context of complex projects, helping to move the work forward and communicating with both internal and external audiences.
- Willingness to travel locally and nationally to conduct in-person fieldwork.
- Ability to thrive in our dynamic, collaborative, and team-oriented culture in a virtual and/or hybrid environment.
- Passion for RFA's mission and interest in contributing to and enhancing our team's equity-focused and community-informed practices in research partnerships, design, data collection, analysis, and reporting.

Work for RFA

Culture: RFA is a fast-paced, highly-collaborative, team-based, diverse organization where the thoughts, opinions, and perspectives of all staff members are valued. RFA welcomes applications from people of all underrepresented backgrounds and credentials.

Salary and benefits: The anticipated salary range for this full-time position is \$72,000-85,000. Base pay may vary with job-related knowledge, skills, experience, market location, and geography. RFA's total compensation package includes a low-cost to the employee health, dental, and vision insurance program, flex spending plans, an employer-funded retirement plan after two years of service, and a generous paid time off program for all benefits-eligible staff.

Other requirements: The Research Associate position is a full-time position. A location in Philadelphia or within a reasonable commuting distance to RFA's Center City Philadelphia office is required. This position will require episodic project-related U.S. travel of up to 25% (dependent on COVID mitigation measures). RFA takes COVID-19 precautions and the health and safety of our staff and their families seriously; masking when in person or conducting fieldwork, as well as proof of vaccination consistent with current CDC guidelines, is required for all employees regardless of location.

How to apply

Applications for this position will be reviewed on a rolling basis with initial interviews scheduled as of December 19th, 2022 and continuing into January 2023.

Qualified candidates should submit:

- A resume.
- A detailed cover letter.
- One writing sample that demonstrates any of the following: Experience in education; understanding of research methods; or experience conveying complex topics in writing.
- Salary requirements.

All qualified applicants receive consideration for employment without regard to race, color, sex, national origin, gender identity, sexual orientation, age, religion, domestic violence victim status, veteran status, disability, history of disability or perceived disability, or other status protected by law.

Click here to apply:

<https://app.smartsheet.com/b/form/0a175ee548bf409e8fe7b4ff082434f7>