Senior Research Associate Role:

The Wilson Sheehan Lab for Economic Opportunities (LEO) is currently seeking a Senior Research Associate to help investigate new projects and participate in the research and policy development process. The Senior Research Associate will work closely with senior researchers to initiate and carry out evaluations, and take significant ownership of projects, from coordinating project logistics to data analysis and dissemination of results. The Senior Research Associate will also provide guidance to LEO's undergraduate research assistants and LEO's Research Associates.

Responsibilities Include:

Project Management:

- Work closely with social service agencies to integrate evaluation into their programs' everyday operations
- Document and describe interventions for research and policy audiences
- Liaise between researchers and agency staff, clarifying concerns and handling logistical questions
- Assist in the composition of research grant proposals

Data Analysis:

- Write data sharing agreements and coordinate data exchanges between LEO, government agencies, and/or social service non profits
- Maintain program data on Notre Dame's secure servers
- Analyze data and present results to researchers and agency partners
- Draft policy briefs and academic articles

Project Exploration:

- Conduct background research on programs and/or policy areas related to potential LEO projects
- Interact directly with local agencies to communicate LEO's research interests, gather information about partner agencies, and manage agency relationships

Other:

- Supervise and assist undergraduate research assistants working on LEO projects
- Provide guidance to LEO's Research Associates in all aspects of project development, project management, and data analysis

- Represent LEO at promotional and fundraising events
- Assist with aspect of LEO operations including communications, finance, and human resources

Qualifications:

- Undergraduate degree in Economics, Mathematics, or related social science field required
- Applicants with MPA, MPP, or similar degrees encouraged to apply
- Current graduate students in MPA, MPP, or similar programs encouraged to apply
- Two or more years of work experience required
- Training in econometric and statistical techniques employed in randomized evaluations required
- Statistical programming experience required (STATA, R, SAS)
- Highly organized with ability to juggle multiple demands simultaneously
- Strong written and oral communication skills
- Self-directed, with willingness to take initiative over project tasks and explore potential evaluations
- Experience working for economic researchers as a research assistant is preferred
- Experience working for or with social service providers is preferred
- A deep commitment to the mission of both LEO and the University is necessary