

Job Title: Embedded Analyst

Location: Chicago Public School Headquarter office (42 W Madison St Chicago) and Urban Labs office (33 N. LaSalle Chicago)

Projected Start Date: ASAP

Who We Are

By 2050, the global urban population will nearly double to 6.4 billion. This unprecedented growth in the global urban population creates incredible opportunities but also intensifies the most difficult problems cities face, such as concentrated poverty, crime, poor-quality schooling, and pollution. The University of Chicago founded Urban Labs to help address these challenges. Urban Labs is a set of highly synergistic labs focused on undertaking inquiry and having impact on five essential dimensions of urban life: *crime, education, health, poverty, and energy & environment*. Urban Labs partners with cities to identify and rigorously evaluate the policies and programs with the greatest potential to improve human lives at scale. Urban Labs' evidence-based approach gives policymakers and practitioners the knowledge they need to effectively achieve the greatest social good per dollar spent.

In sum, UChicago Urban Labs:

- Identifies promising solutions to urban challenges
- Tests the most promising urban policies and programs
- Scales-up the most effective and cost-efficient policies and programs

For more information about the UChicago Urban Labs, go to <http://urbanlabs.uchicago.edu/>

Job Summary:

The UChicago Crime and Education Lab is seeking an Embedded Analyst with strong technical and communication skills to work in close partnership with the Chicago Public Schools (CPS). The embedded analyst will provide technical assistance to the CPS on their portfolio of Social and Emotional Learning projects

The Analyst will be embedded at the Chicago Public Schools Headquarters in the Loop approximately 60% of the week and at the Urban Labs Loop office approximately 40% of the week.

This position requires an individual who is able to work as a part of small research teams running multiple projects concurrently. The position offers the opportunity to work directly with leading social policy researchers at the University of Chicago and government agency staff, as well as an experienced team of data scientists, administrative staff, and project managers from the Chicago office.

Duties and Responsibilities:

- Provide data and analytic technical assistance to CPS staff. Responsibilities include organizing disparate data sources, documenting incoming data, preparing files for analysis, matching, and sampling.
- Contributes to building traditional statistical models for a variety of research projects
- Prepares results for memos, spreadsheets, and presentations targeting policymakers and both academic and general population audiences.
- Assists with the coordination of research activities, communications with partner agencies, and managing project deliverables.

- Conducts thorough and critical reviews of relevant literature.
- Other duties as assigned

Education:

- Master's degree preferred (Bachelor's degree required) in economics, sociology, public policy, statistics, or a closely related field required.

Experience:

- A minimum of one year of relevant research experience required. Experience gained in school counts towards requirement.
- Experience working with Stata, R or other statistical programming languages required.
- Familiarity with quasi-experimental research designs.

In addition, though none of the following are required for the position, candidates are encouraged to highlight experience in the following areas:

- Experience with Social Emotional Learning and/or educational policy.
- Experience working with large, complex, and/or administrative datasets.
- Experience working on field experiments.
- Familiarity with randomized controlled trials.
- Familiarity with quasi-experimental research designs.

Competencies:

- Strong interest in social policy required.
- Ability to work closely with partners.
- Ability to manage multiple projects simultaneously and meet tight deadlines required.
- Excellent organizational skills and attention to detail required.
- Ability to work both independently and as a team member required.
- Ability to work discretely with sensitive and confidential data required.

Required Documents:

- Resume
- Cover letter

To Apply: Submit resume and cover letter to Workday, requisition number, **JR01046**. **NOTE:** When applying, all required documents **MUST** be uploaded under the Resume/CV section of the application.

If you have **an active UChicago Workday employee account**, you will need to complete the Internal Candidate application process. Internal Candidate instructions: Log into Workday and select the career worklet.

External Candidates should apply to the position at <https://uchicago.wd5.myworkdayjobs.com/en-US/External>

If you **have questions about the Workday application system**, please contact: https://uchicago.service-now.com/sso?id=ssc_sc_cat_item&sys_id=cf359d671316660030c0bcaf3244b02d.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran status or status as an individual with disability.