

Urban Labs Title: Policy Research Assistant, Summer Internship**Our Focus**

Concentrated poverty remains an endemic feature of American cities. Residents of low-income communities suffer higher rates of crime victimization and greater exposure to environmental contaminants. Their children experience worse schooling outcomes and limited access to healthy food. Many struggle with irregular employment and unstable housing. The path to social mobility is foreclosed by limited opportunities to gain new skills and limited availability of affordable financial products. While social enterprises work hard to address these challenges with innovative solutions, policymakers and practitioners struggle to make sustained progress due to a lack of evidence about what works.

We launched the University of Chicago Poverty Lab in 2015 to test innovative approaches to addressing the intersecting challenges faced by low-income residents of our cities. We bring the best science and “big data” analysis possible to bear on the problem of policy design, leveraging government administrative data to guide local policy and to generate high-quality evidence about what works. We believe that carrying out this work in very close collaboration with policymakers helps keep us focused on the most important real-world problems and increases the chances that our findings translate into real-world impact.

Our Values

Conduct science in service of cities: We feel a sense of urgency to do research that improves people’s lives. We select projects that lead to solutions for policy, practice, and increased investments on the ground. Our research is rigorous and informed by the historic and current contexts that shape urban residents’ lives.

Foster lasting relationships: We collaborate with policymakers, practitioners, and people with lived experience to understand multiple perspectives and figure out what works.

Elevate equity & inclusion: We aim to hire people with a range of personal and professional backgrounds, skillsets, and identities. We expand access to evaluation for a broad range of organizations and we conduct work that affirms the dignity of all people.

Check our privilege: We recognize the power and privilege we have as members of the University of Chicago. We practice humility and recognize that expertise comes in many forms and there are limits to our own.

Embrace a growth mindset: We invest in our people and develop our skills and content knowledge together. We work respectfully as a team to achieve our shared goals.

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

Who We Are

The Poverty Lab is led by Marianne Bertrand, the Chris P. Dyalynas Distinguished Service Professor of Economics at the University of Chicago Booth School of Business, Co-Director of the Rustandy Center for Social Sector Innovation at Booth, and Director of the University of Chicago Poverty Lab. Her research, which covers labor economics, corporate finance, and development economics, has been published widely. She is a member of the board of directors for the Abdul Latif Jameel Poverty Action Lab at the Massachusetts Institute of Technology.

Our team currently consists of an Executive Director, Scientific Director and 25 full-time staff, including data analysts and program managers at our main office in downtown Chicago. Our constantly evolving portfolio of projects spans workforce development, housing and homelessness, post-secondary education, and income support policies. Our work includes several projects focused on the application of machine learning algorithms to improve the design and targeting of interventions.

The Role:

The temporary Research Assistant summer internship is a great opportunity to gain a deeper understanding of policy research and to develop research skills. The position will be full-time for approximately 37.5 hours per week. Please note that our office is located in downtown Chicago at 111 W. Washington Street.

Responsibilities:

- Policy research and analysis
- Literature reviews
- Project development
- Data entry, reviewing and cleaning
- Statistical analysis
- Writing, formatting, and editing reports and works for dissemination
- Administrative tasks

Competencies:

- Knowledge of the substantive policy area strongly
- Excellent verbal and written communication skills with the ability to synthesize multiple sources required
- Strong interpersonal skills are required
- Strong initiative and a resourceful approach to problem-solving and learning are required
- Ability to work independently and as part of a team required
- Sound critical thinking skills required
- Strong attention to detail with superb organization skills required
- Superb analytic skills and attention to detail

Education

- Significant progress towards a degree in a social science discipline such as economics, public policy, etc., with coursework in basic research concepts and methods

Technical Knowledge or Skills:

- Basic data analysis skills, with the ability to use Excel, SAS, STATA, or SPSS strongly preferred. Proficiency with Microsoft Office Suite required.

To Apply: please submit a resume and cover letter to specific Lab of interest. Learn more about each Lab on our Urban Labs website.

- Poverty Lab: **JR07973**

External Candidates should apply to the specific Lab(s) at
<https://uchicago.wd5.myworkdayjobs.com/en-US/External>

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