Job Title: Data Project Associate
Reporting To: Research Analyst
Job Requisition: JR20719
Projected Start Date: ASAP

Who We Are

In cities across the country, people face high rates of gun violence, under-resourced schools, and social harms associated with the criminal justice system -- all of which disproportionately impact people of color. These inequalities have profound consequences on public safety and opportunity. As a society we have failed to address these challenges, in part, because of our lack of understanding of the most effective and cost-effective solutions that can have a real impact on people's lives. We believe that rigorous research can help.

The University of Chicago Crime Lab and Education Lab partner with cities and communities to use data and rigorous research to design, test, and scale programs and policies that enhance public safety, improve educational outcomes, and advance justice. Our mission is to combine world-class data science and research, in partnership with government agencies, to substantially improve the effectiveness of the public sector and achieve impact at scale.

To learn more about the Crime Lab and Education Lab, visit
https://urbanlabs.uchicago.edu/labs/crime.

The Role

The University of Chicago Crime Lab and Education Lab are seeking a Project Associate with strong technical skills to work on large-scale social policy research projects designed to reduce crime and improve educational outcomes. The analyst will work on a portfolio of projects across a variety of areas that span both criminal justice and education.

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

- Assists the data and analytics team with data collection, management, and analysis. Responsibilities include documenting incoming data, preparing files for analysis, matching, sampling, conducting randomization across multiple projects.
- Contributes to building traditional statistical models for a variety of research projects.
- Prepares results for memos, spreadsheets, and presentations targeting both policymakers and academics.
- 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

Bachelor's degree in economics, sociology, public policy, statistics, or a closely related field required.

Experience

- Experience working with a statistical programming language required. R or Python strongly preferred.
- Some relevant research experience required. Experience gained in school counts towards requirement.

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

- Experience working with large and complex datasets.
- Experience working on field experiments.
- Familiarity with randomized controlled trials.

Competencies

- Strong interest in data analysis required.
- Strong interest in social policy, especially crime and education policy, required.
- Background in applied statistics and modeling required.
- 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.

To Apply

We seek a diverse pool of applicants who wish to join an academic community that places the highest value on rigorous inquiry and encourages a diversity of perspectives, experiences, groups of individuals, and ideas to inform and stimulate intellectual challenge, engagement, and exchange.

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.

The University of Chicago is an Affirmative Action / Equal Opportunity / Disabled / Veterans Employer.

Please submit a resume, cover letter, and reference contact information to UChicago's Workday system. Within the Workday system, this listing can be found by the position title or by the requisition number, **JR20719.**

If you have an active UChicago Workday account, you will need to complete the Internal Candidate application process. Simply log in to Workday and select the career worklet to begin.

External candidates should apply at https://uchicago.wd5.myworkdayjobs.com/External.

If you have questions about the Workday system, please contact our Shared Services department at https://services.uchicago.edu

Job seekers in need of a reasonable accommodation to complete the application process may contact the Shared Services Office by calling 773-702-5800 or by emailing sharedservices@uchicago.edu with their request.