Job Title: Lead Research Analyst
Location: Chicago, IL
Full time or Part-time: Full-time
Status of employee: Staff (Benefits Eligible)

For generations, government policies and institutional choices have excluded many Americans from opportunities for education, employment, and wealth creation. Ending intergenerational poverty and building an inclusive economy—one that provides real economic opportunities for all communities—requires collaboration across sectors, as well as scientific evidence about what works and what doesn't. Traditional research can take years, and the results often don't reach those who need the information most—the people living with and working on these issues. The University of Chicago Inclusive Economy Lab solves this by working with policymakers, organizations, and communities to identify their most urgent and pressing challenges, co-generate evidence about what works, and translate that evidence into real policy changes that expand economic opportunity and improve lives.

Founded in 2015, The University of Chicago Inclusive Economy Lab conducts rigorous research that expands economic opportunity for people harmed by discrimination, disinvestment, and segregation. One of five Urban Labs based at the Harris School of Public Policy, the Inclusive Economy Lab is led by Pritzker Director Marianne Bertrand, Chris P. Dialynas Distinguished Service Professor of Economics at the Booth School of Business.

We partner with policymakers, community-based organizations and others to identify their most urgent and pressing challenges, co-generate evidence about what works, and translate findings into policy changes that end intergenerational poverty. By identifying barriers to social mobility and racial equity and highlighting the programs and policies that have the most positive impact, our work creates aims to create greater economic opportunity. We specialize in evaluating programs with the potential to improve lives in four main areas:

* College and Career Success
* Housing Stability
* Financial Security
* Quality Jobs

Who We Are

The Inclusive Economy Lab is led by Marianne Bertrand, the Chris P. Dialynas Distinguished Service Professor of Economics at the University of Chicago Booth School of Business, Co-Director of Social Enterprise Initiative at Booth, and the Pritzker Director of the University of Chicago Inclusive Economy 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 full-time staff currently consists of an Executive Director, Scientific Director and twenty-five 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, postsecondary education, and income support policies.

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.

The Role:

The Lead Analyst is responsible for data analysis on applied policy studies. With guidance from the projects' Principal Investigators, the person in this role will be responsible for cleaning and merging administrative data files, generating data visualizations, and analyzing data for experimental and quasi-experimental studies designed to identify the causal effect of programs and policies. The Lead Analyst will also add to Lab's overall analytic capacity by contributing to the Lab's quality assurance process, mentoring junior analytic staff, and managing interns and research assistants. Individuals in this position will begin contributing to study design conversations, research presentations, and drafting technical sections of reports and proposals.

Responsibilities

- Leads data management and analysis for experimental and quasi-experimental evaluations.
- Cleans, merges, and matches data, and runs sampling and randomization across multiple projects
- Generates clear data visualizations
- Drafts memos, spreadsheets, and presentations targeting both policymakers and academic researchers
- Reviews other analysts' code as a part of the Lab's quality assurance efforts
- Works closely with Principals Investigators to ensure the rigor of the Lab's research
- Mentors junior analytic staff and manages interns
- Begin contributing to new project scoping and research design.
- Performs other related work as needed.

Minimum Qualifications

Education:
- Minimum requirements include a college or university degree in related field.

Work Experience:
- Minimum requirements include knowledge and skills developed through 2 years of workexperience in a related job discipline
- Familiarity with experimental and quasi-experimental research designs required

<u>Preferred Qualifications:</u>

Preferred Education
- Bachelor's degree in economics, sociology, public policy or other relevant social/mathematical science field preferred
- Coursework in econometrics and/or mathematical statistics.
- Master's degree

Preferred Experience
- First generation college students and those with lived experience in communities experiencing poverty and disinvestment are encouraged to apply.
- A minimum of two years of relevant research experience; experience gained in school countstowards requirement.
- Working knowledge with large and complex datasets.
- Proficiency with one or more languages such as R, Stata, Python, or SAS required.
- Familiarity with Git preferred
- Experience with data merging and cleaning required
- Experience with relational databases preferred
- Experience working on field experiments preferred
- Experience working with GIS and UNIX servers preferred

<u>Preferred Competencies:</u>
- Ability to work independently in a fast-paced environment.
- Strong time management skills with a proven ability to multitask and to prioritize activities to successfully complete projects on tight deadlines with little supervision.
- Excellent written and verbal communication skills, with the ability to present data in a simple and straightforward way for non-technical audiences.
- Demonstrated ability to exercise sound judgement.
- Excellent organizational skills and attention to detail
- Ability to work both independently and as a team member
- Ability to work discretely with sensitive and confidential data
- Ability to engage thoughtfully with issues related to race, identity, and equity and work across difference required
- Demonstrated experience working with communities that have experienced segregation and disinvestment

<u>Application Documents</u>
- Resume/CV (required)
- Cover letter (required)

Candidates should apply to the position at **JR19020**