

Title: Project Associate

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

The Role

The University of Chicago Energy & Environment Lab is seeking a Project Associate with strong technical skills to support large scale social policy research projects. This person will work on a portfolio of projects designed to evaluate the effectiveness and impact of promising energy and environmental interventions.

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 and machine learning algorithms for a variety of research projects.
- Prepares results for memos, spreadsheets, and presentations targeting both policymakers and academic audiences.
- Assists with the coordination of research activities, communications with partner agencies, and managing project deliverables.
- Assists in writing grant proposals, prepares human subjects protocols and amendments for IRB
- Conducts thorough and critical reviews of relevant literature
- Other duties as assigned

Education

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

Experience

- A minimum of one year of relevant research experience required. Experience gained in school counts towards requirement.
- Experience working with Stata, SAS, R or other programming languages required.
- Experience working with large and complex datasets strongly preferred.
- Experience working on field experiments preferred.
- Experience working with spatial data and/or GIS preferred.
- Experience working with UNIX servers preferred.
- Familiarity with randomized controlled trials preferred.

Competencies

- Strong interest in social policy required.
- Strong background in applied statistics & modeling required.
- Strong written and verbal communication skills 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 discreetly with sensitive and confidential data required.

To Apply

Submit resume, cover letter, writing sample, and transcripts to <https://jobopportunities.uchicago.edu>, requisition 104141.

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.