

Seeking Child and Family Policy Research Data Analyst and Project Coordinator,
Institute for Policy Research (IPR) and School of Education and Social Policy (SESP)
Northwestern University

Northwestern University's Institute for Policy Research invites applications for a full-time Research Data Analyst and Project Coordinator starting May/June 2017. The position is offered jointly by the Institute for Policy Research and the School of Education and Social Policy.

The Research Data Analyst and Project Coordinator will work on two interdisciplinary research studies conducted among young children, families, and schools. First, the Research Data Analyst and Project Coordinator will become an active and central member of the [Northwestern University Two-Generation Research Initiative \(NU2Gen\)](#) which examines the implementation and effectiveness of two-generation interventions. Two-generation educational approaches, which represent an innovative anti-poverty strategy, link intensive, high-quality education, job training, and career-building programs for parents with early childhood education services for their young children. The Northwestern Two-Generation Research Initiative is led Dr. Teresa Eckrich Sommer, Research Associate Professor, Institute for Policy Research and by Dr. Lindsay Chase-Lansdale, Professor of Human Development, School of Education and Social Policy, and Associate Provost for Faculty, Northwestern University. NU2Gen is at the forefront of developing theory, programmatic design and implementation, and effectiveness studies of two-generation interventions.

The Research Data Analyst and Project Coordinator will also contribute to a study funded by the Institute for Education Sciences (IES) led by [Dr. Terri Sabol](#), Assistant Professor in the School of Education and Social Policy, Northwestern University, and is conducted in collaboration with Dr. Dana McCoy (Assistant Professor, Harvard Graduate School of Education). In this project, we aim to build the early childhood education evidence base by identifying and understanding the conditions under which professional development programs are more versus less effective in improving early childhood classroom quality and child learning outcomes. In particular, the study is developing a new Systematic Social Observation (SSO) tool that allows researchers to take a virtual "walk" down the street using Google Street View which will be used to understand the effect of the intervention on teachers and children.

Qualifications: A successful candidate must have: (1) a Bachelor's or Master's degree in Psychology, Human Development, Economics, Statistics, Social Policy, or related field; (2) strong analytic, writing, and communication skills; (3) the ability to balance attention to detail with a big-picture understanding of research endeavors; (4) an aptitude for and interest in quantitative data management, measurement, and analysis and conducting applied research related to improving the well-being of children and families. The candidate should be highly organized and able to work both independently and as part of a multi-disciplinary team.

Responsibilities: The Research Data Analyst & Project Coordinator will be responsible for:

1. **Data Management & Analysis**, including: (a) coordinating with partnering programs and research institutions to manage data collection; (b) coding data using Stata statistical software

and training Research Assistants to prepare data; (c) creating codebooks and user manuals to support current and future research efforts; (d) overseeing data preparation efforts across multiple sources and studies; and (e) conducting data analysis for formal reports, publications, and presentations.

2. Project Development, including survey development and programming; literature reviews for publications and presentations; measurement development; memoranda to guide study design and for other research-related seminars and events; and lab management, including hiring undergraduate RAs and overseeing their day-to-day activities.

The position allows for significant growth as a scholar and applied researcher, including the exploration of independent research interests and careers, and has led to successful graduate school pursuits and advanced employment opportunities for past coordinators. The Research Data Analyst and Project Coordinator interacts with a wide range of Northwestern students, faculty, and staff, and will report to Dr. Sommer (NU2Gen) and Dr. Sabol (IES grant). The coordinator will also engage with researchers and service providers from across the country who are expert in study design, analysis, and program implementation.

Application: Interested candidates should submit a cover letter, curriculum vitae or resume, writing sample, unofficial transcript, and contact information for three references to Amy Sanchez (amy.sanchez1@northwestern.edu) and Allie Cooperman (allie.cooperman@northwestern.edu).