
Job Title	Senior Research Associate
PVN ID	PS-2301-005373
Category	Research
Location	CUNY SCHOOL OF PROFESSIONAL STUDIES
Department	CUNY School of Professional Studies
Status	Full Time
Annual Salary	\$85,000.00 - \$95,000.00
Hour(s) a Week	35
Closing Date	Aug 21, 2023 (Or Until Filled)

General Description

About the CUNY School of Professional Studies:

As New York's leader in online education since 2006, the CUNY School of Professional Studies (CUNY SPS) offers the most [online](#) bachelor's and master's degree options at the City University of New York, and serves as the University's only undergraduate all-transfer college. With 24 [degrees](#) and numerous other non-degree and grant-funded workplace learning programs, CUNY SPS meets the needs of adults who wish to finish a bachelor's degree, progress from an associate's degree, earn a master's degree or certificate in a specialized field, and advance in the workplace or change careers. Consistently ranked highly by [U.S. News & World Report](#) for its quality online offerings, and noted for its soaring growth and enrollment, CUNY SPS has emerged as a nationwide leader in online education. The School's renowned and affordable online programs—which offer in-state tuition to all students regardless of where they live—ensure that busy working adults may fulfill their educational goals on their own time and schedule.

Within and created at the same time as CUNY SPS, the Office of Professional Education and Workplace Learning (PEWL) designs custom workplace learning programs to help organizations achieve their goals. We are experts in research-based learning practices, online as well as in-classroom curriculum development and implementation. We are uniquely positioned to respond to organizational learning needs and support change management initiatives swiftly and effectively.

Within CUNY SPS, the Office of Professional Education and Workplace Learning (PEWL) designs custom workplace learning programs to help organizations achieve their goals. To our partnerships, we bring knowledge of research-based learning practices as well as experience in developing innovative programs.

Position Description:

The Senior Research Associate will work closely with Deputy Director of Continuous Quality Improvement and other leaders in the ACS Division of Policy, Planning, and Management to manage and support training evaluation activities including continuous quality improvement, instrument development, data collection, analysis and reporting.

The ACS W I/ CUNY SPS/ Hunter evaluation team uses the Kirkpatrick model of evaluating training efficacy to measure four levels: (1) reactions; (2) learning; (3) transfer; and (4) organizational outcomes. The evaluation team produces real-time reports and dashboards so that results will inform ongoing program development and quality improvement. All staff working on this project in partnership with the ACS WI will be employees of the Research Foundation of the City University of New York.

Other Duties

The Senior Research Associate will join a team of CUNY colleagues working collaboratively with key stakeholders in the ACS Division of Child Protection, Division of Youth and Family Justice, the Division of Policy, Planning, and Measurement, and Private Providers that implement foster care and prevention services to manage, analyze, and report on data from complex data systems.

Duties and Responsibilities:

- Designing and implementing evaluation plans and transfer of learning strategies for learning programs
- Supporting the training evaluation strategy for key ACS initiatives.
- Conducting quantitative and qualitative data analysis utilizing software such as Qualtrics, Tableau, Excel, SPS, and/or Stata/
- Preparing and collaborating on evaluation reports, manuscripts, and presentations for diverse stakeholders.
- Collaborating with Learning & Development team on learning needs assessments and test development to inform learning program development and maintenance.
- Using evaluation results to improve performance and integrate data and information to improve organizational processes and performance.
- Synthesizing and interpreting findings for a broad audience
- Liaising with internal and external leadership to troubleshoot barriers to evaluate
- Organizing and managing data files. Maintaining detailed documentation on all data management decisions and technical work.
- Presenting findings to diverse audiences in both oral and written formats

Qualifications

Qualifications:

- MA/MSW/MPA in social science, public administration, statistics, or other relevant social science
- At least five years of experience doing data management and data analysis in an applied setting
- Strong foundation in program development and evaluation.
- Experience leading research, evaluation, and strategic learning efforts
- Experience with data visualization using dashboards and developing infographics is a plus
- Ability to travel between program locations in NYC to observe, collect data, and support team members
- Excellent time management skills
- Competent and/or certified in Qualtrics Research Core, Employment Engagement, or Customer Engagement platform is highly desired.

- Strong written and oral communication skills and ability to effectively convey complex and data-related concepts to a variety of technical and non-technical audiences.
- Strong interpersonal and relationship building skills.
- An understanding of human or social services, particularly the child welfare and juvenile justice system is a plus.
- Expertise in evaluating unique learning experiences such as live simulations with actors or visual reality experiences is a plus, but not required.