
Job Title	Higher Ed Research Fellow (analysts full time/part time)
PVN ID	VP-2108-004191
Category	Research
Location	OFFICE OF EXEC VC & UNIVERSITY PROVOST
Department	Office of Academic Affairs (OAREDA)
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Oct 24, 2021 (Or Until Filled)

General Description

Under the supervision of a Senior Policy Analyst, the Director of Institutional Research, and/or the Project Principal Investigator, one or more quantitative analysts will support CUNY's involvement in the Transfer Opportunity Project (TOP), funded by the federal Institute of Education Sciences, and/or the Growing Transfer in the Humanities Project (GROWTH), funded by the Mellon Foundation. TOP seeks to identify malleable factors that have the potential to increase the number of community college students who transfer to a bachelor's program and subsequently complete a bachelor's degree. GROWTH seeks to broaden the study of the leaks in the community-to-bachelor's degree college pipeline by focusing on transfer students whose academic interests are in the humanities.

Responsibilities may include but are not limited to:

- Building analytic datasets, including joining data from multiple sources, restructuring data, and cleaning and preparing data for analysis
- Designing and conducting analysis of data obtained from institutional databases and datasets, surveys, and focus groups
- Preparing tables and graphs and other visualizations of data and analysis results
- Interpreting results and suggesting additional analyses
- Communicating with project managers and stakeholders
- Assisting with dissemination activities, such as creating PowerPoints, writing project briefs, preparing and engaging in conference presentations, and preparing manuscripts for submission to academic journals

Other Duties

Qualifications

Minimal Qualifications:

- Bachelor's degree and advanced degree coursework
- Three years of experience with quantitative analysis and research methods
- Experience analyzing data using Stata, SPSS, or R (including writing syntax)
- Strong written/verbal communication skills for communicating complex ideas and technical issues
- Ability to work independently or as part of a team, as needed
- College major and/or graduate study and/or postdoctoral study in the social sciences

Salary: Commensurate with experience

An EQUAL OPPORTUNITY/AFFIRMATIVE ACTION/IRCA/AMERICANS w/ DISABILITIES ACT Employer