Job Title	Senior Research Associate
PVN ID	GS-1603-001084
Category	Research
Location	The GRADUATE CENTER
Department	Center for Urban Research/NYCLMIS
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	May 31, 2016 (Or Until Filled)

General Description

The New York City Labor Market Information Service (NYCLMIS), housed at the Center for Urban Research at the CUNY Graduate Center, seeks a full-time senior research associate to work as part of a team that performs research on jobs and the economy, prepares career planning informational tools, and provides strategic consulting. The overall function of the NYCLMIS is to help education, workforce and economic development policy makers and practitioners to better align their programs and policies to the demands of the labor market. The heart of our work is a mission to evaluate and advocate for strategies to improve opportunities for those at the bottom of the economic ladder. For more information about us, see our website at http://www.gc.cuny.edu/lmis.

With supervision and support from the director of the NYCLMIS and other senior staff, the data research associate will:

- Analyze economic, labor market, labor force, and other data;
- Conduct interviews and focus groups;
- Write reports and briefs;
- Create presentation materials;
- Work on multiple projects simultaneously; and
- Participate in other research, consulting and technical assistance activities as needed.

Other Duties

Qualifications

- Master's degree and at least 3 years professional experience in a related research/policy role (experience

may be substituted for education)
- Strong quantitative skills including data cleaning, merging, analysis, and management
  - Advanced facility with at least one statistical analysis software package (STATA, R, SAS, SPSS).
  - Experience analyzing public data sources, including American Community Survey and/or Current Population Survey microdata, the Quarterly Census of Employment and Wages, Current Economic Survey, and/or other labor-related data.
- Ability to create data visualizations – i.e., charts and figures – that communicate research findings.
- Experience collecting, analyzing and summarizing information using qualitative methods, such as document and semi-structured interviews;
- Excellent writing skills, with a track record of summarizing complex material for a variety of audience types;
- Familiarity with – or interest in –workforce development policies and programs; and
- Experience working within a client-centered, team- and project-based environment.

Promotional Potential

The right candidate will be able to advance and take on other roles including conceiving and designing research projects for submission to competitive grants and directing projects in collaboration and support from the NYCLMIS director.

Only complete applications - with resume and cover letter - will be reviewed. Please be sure to include both.

The Research Foundation of the City University of New York is an Equal Opportunity/ Affirmative Action/Americans with Disabilities act, E-verify employer.