

CAREER OPPORTUNITIES FOR BILINGUAL EARLY CHILDHOOD RESEARCH ANALYST (OAKLAND, CA)

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through objective research.*

MATHEMATICA
Policy Research

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Mathematica Policy Research, Inc. is a nationally recognized, nonpartisan firm that researches social policies related to early childhood, education, international development, labor, nutrition, family social services, and other topics. Mathematica's mission is to improve public well-being by bringing the highest standards of quality, objectivity, and excellence to bear in our work. Our clients are primarily federal, state, and local government agencies, and private foundations.

Mathematica's Oakland, CA office is seeking a research analyst focused on early childhood research fluent in Spanish and English. As a human services research analyst, you would join our staff of research professionals, which includes doctoral level researchers in the fields of public policy, social sciences, and economics, as well as other master's-level analysts and bachelor's-level research assistants/programmers. We offer our employees a stimulating team-oriented work environment, competitive salaries, and a comprehensive benefits package, as well as the advantages of employee ownership.

Research analysts typically work across multiple topical areas. Although it is not required, the ideal candidate would have interest and experience conducting research in other areas in addition to early childhood. As examples, our domestic primary research includes evaluations of the Early Head Start Program; school choice/charter school programs; teacher effectiveness and value added measurement; Race to the Top initiatives; workforce development initiatives; and the cost and distributional effects of changes in SNAP, school lunches, WIC, TANF, and other social policies. Our international development primary research includes evaluations of education initiatives in Latin American and the Caribbean, access to irrigation in post-Soviet countries, 'girl-friendly' schools in Africa, and family health initiatives in India. In addition to conducting primary research, staff also conduct secondary research, including systematic reviews of existing research in education, family support, labor, early childhood, international development, and other areas. Staff also provide technical assistance on evaluation design issues to other entities involved in our research or conducting their own research.

Human Services Analysts participate in key project activities including:

- Conducting site visits and interviews to assess program implementation and operations
- Recruiting sites to participate in large-scale evaluations or providing technical assistance to participating sites
- Performing qualitative analyses based on in-depth interviews or focus groups
- Writing chapters of analytic reports and proposals for new projects
- Contributing to systematic reviews of existing research
- Conducting literature reviews
- Tracking financial progress of projects, and preparing reports for monthly project reviews; assisting with budget revisions and contract proposals
- Supporting researchers and programmers to conduct quantitative analyses with large databases to determine program outcomes or conduct policy simulations

Qualifications of successful candidates include:

- Master's degree in public policy, public health, economics, statistics, or a related field, or equivalent experience
- Knowledge of qualitative and quantitative research methods
- Excellent oral and written communication skills in both English and Spanish
- Working knowledge of current policy issues in early childhood
- Ideally, but not necessarily, working knowledge of current policy issues in one or more of the following other areas: education, labor, nutrition, children and families, disability, international development, or other relevant areas
- Work experience with state or federal government, a foundation, a policy research organization, or a human services program is desirable, in the U.S. or in developing country contexts.

A cover letter, resume, writing sample, transcripts, and contact information for three references should be submitted at the time of application. To apply, visit:

https://careers.peopleclick.com/careerscp/client_mathematica/external/gateway.do?functionName=viewFromLink&jobPostId=540&localeCode=en-us

HOW TO APPLY

(1) Visit Mathematica's career opportunities website at <http://www.mathematica-mpr.com/Employment/>

(2) Select the "Career Opportunities" link from the left navigation menu, then follow the directions to search available positions by position title, location(s), and/ or functional area(s). Next select "Search".

(3) When a position of interest is selected, click "Apply Now" and begin creating your application.

- A resume will be a required document that must be attached to complete the online application process.

- Many of our positions require additional supporting documents (e.g. transcripts, writing samples, references, or letters of recommendation). Please review the posting carefully to determine what supporting documents are required for the position to which you would like to apply.

- There is a maximum file size of 2000 KB for any file uploaded to Mathematica's online application system.

- Transcripts can be unofficial.

(4) You can review the status of your application by logging into the system with the unique user name and password created during the application process.

General questions: Inquiries about working at MPR, employment, positions, and the online application system should be sent to the HR mailbox at HumanResources@mathematica-mpr.com.

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