Othering & Belonging Institute, UC Berkeley

Position Title: Data Analyst (6256U) - #31159

Location: Main Campus – Berkeley (remote until campus reopens)

How to Apply: Go to https://jobs.berkeley.edu/job-listings and search for job #31159 to apply.

A tailored cover letter and resume are required. Please submit your cover letter and resume as a single attachment when applying.

Application Review Date: This job will remain posted until filled.

Departmental Overview

The Othering and Belonging Institute ("the Institute") brings together researchers, stakeholders, policymakers, and communicators to identify and challenge the barriers to an inclusive, just, and sustainable society and to create transformative change. The Institute serves as a national hub of a vibrant network of researchers and community partners, and, as such, plays a leadership role in translating, communicating, and facilitating research, policy, and strategic engagement for societal good. The Institute advances research and policy related to marginalized groups and social cleavages including disability, LGBTQO citizenship, race, religion, economics, public health, education, democracy and the new emerging research on global north/global south relations. The Institute represents a tremendous opportunity to bring leading researchers and substantial resources across disciplines to bear on society's pressing and pivotal issues related to equity, inclusion, and diversity.

The Data Analyst serves as a core member of the Institute's Equity Metrics team, providing data analytics for the Institute on a variety of critical issues and to advance Institute program activities and agendas. The Data Analyst will support research and analysis by the Institute and its partners, and mine and structure data to test hypotheses that will guide project development. The Analyst will support the research team with data analytics, mapping and spatial analysis to help improve the quality and accessibility of Institute's research projects and publications and build maps, data and spatial visualizations to make aspatial and spatial data accessible to the institute internally, external researchers and publications. The Analyst will also support partnerships with external organizations, advocates and communities.

Responsibilities

- Collects, cleans, stores, analyzes, and interprets various research data sets using statistical software such as R and/or Python, and summarizes information on the assigned issues for internal and external use.
- Collaboratively work with external partners to develop shared goals, research agendas, and communication plans, among other activities.
- Assists in developing systems for organizing data to analyze, identify and report trends.
- Collaborates on the design, documentation, and implementation of research studies.
- Conducts statistical analysis in support of research proposals and protocols.
- Gathers and analyzes research data; prepares and summarizes information and / or recommendations.
- Maintains and develops research gathering, retrieval and reporting systems.
- Applies professional data science concepts to perform analysis of data and systems pertaining to moderately complex projects, policies and/or processes and functions.
- Prepares analyses, reports and / or presentations for internal department constituents and external clients, partners and collaborators.
- Delegating work to students and contractors and supervising their progress to fulfill projects' commitments to deliverables and milestones.
- Coordinates with Institute staff and participates in project and Institute wide meetings.

Required Qualifications

- Interest in and experience supporting social justice and equity issues.
- Working knowledge of the principles, theories, research methods, and techniques of empirical analysis to organize, direct and coordinate complex and difficult research projects.
- Strong analytical skills including the ability to interpret and manipulate large datasets to develop recommendations and analysis with critical/creative thinking and strong attention to detail.
- Knowledge and experience working with R, STATA or Python.
- Working knowledge of Geographic Information science, principles, analysis and applications and statistical analysis in support of research proposals and protocols.
- Ability to develop and present written reports to relate findings and recommendations and identify problems clearly, concisely, and effectively.
- Good interpersonal skills, including political acumen, tact and follow-through, to communicate complex information effectively with all levels of staff, faculty, and community partners, both verbally and in writing.
- Self-motivated and responsive to changing/overlapping deadlines.
- Works well both independently and as part of an agile team.

- Master's degree in GI Science, Urban Planning, Geography, Environmental Sciences or a related area and / or equivalent experience / training.

Preferred Qualifications

- Knowledge of statistics and experience using statistical packages for analyzing datasets.
- Knowledge of JavaScript and related data visualization libraries (Node.js, Leaflet, D3, React etc.).

Salary & Benefits

This position is a non-exempt, bi-weekly paid position. Hourly pay for this role is commensurate with experience within the range of $29.84 - $35.92, and informed by our organizational, equity-based salary scale.

For information on the comprehensive benefits package offered by the University visit:

https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

Other Information

This is a two-year, full-time (40-hours/week), Contract Appointment - eligible for full UC benefits. A contract renewal is possible after two-years. We are seeking to fill two openings.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:
https://www.eeoc.gov/sites/default/files/migrated_files/employers/poster_screen_reader_optimized.pdf

For the complete University of California nondiscrimination and affirmative action policy see:
http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct