

Othering & Belonging Institute, UC Berkeley

Position Title: Research Data Analyst (6256U) - #70403

Location: Main Campus – Berkeley

How to Apply: Go to <https://jobs.berkeley.edu/job-listings> and search for job #70403 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: The 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 Research 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, including, but not limited to, zoning, segregation, racial disparities, fair housing, and to advance Institute program activities and agendas. The position 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 gathering, analyzing, and interpreting a wide variety of research data; provide data analytics, mapping, and spatial analysis to help improve the quality and accessibility of Institute’s research projects and publications; and Prepares reports, charts, tables, maps and other visual aids to interpret and communicate data and results. Additionally, 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, or using GIS software such as ArcGIS or QGIS, and summarizes information on the assigned issues for internal and external use.
- Applies professional data science concepts to perform analysis of data and systems pertaining to moderately complex projects, policies and/or processes and functions. Working knowledge of statistical analysis in support of research proposals and protocols.
- Delegates work to students and contractors, crosschecking their work and supervising their progress to fulfill projects' commitments to deliverables and milestones.
- Provides a variety of analytical duties in support of a function, program and/or organizational unit. Maintains and develops research gathering, retrieval and reporting systems.
- Prepares, edits and modifies documents including research reports, manuscripts, presentations and proposals; prepares and summarizes information and / or recommendations.
- Coordinates with Institute's staff and participates in project and institute wide meetings and duties.
- Collaboratively works with external partners to develop shared goals, research agendas, and communication plans, among other activities.

Required Qualifications

- Interest in and experience supporting social justice and equity issues.
- 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 details.
- Ability to create systems for collecting data from multiple sources and recording progress, crosschecking data collection and manage junior staff in data collection and quality control.
- Knowledge and experience working with R, STATA or Python.
- Knowledge of Geographic Information science, principles, analysis and applications.
- Knowledge of the principles, theories, research methods, and techniques of empirical analysis to organize, direct and coordinate complex and difficult research projects.
- Working knowledge of 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.
- Skills to communicate complex information in a clear and concise manner both verbally and in writing.
- Self-motivated and responds to changing/overlapping deadlines.

- Works well both independently and as part of an agile team.
- Proven ability to delegate and supervise junior staff (students, contractors)

Preferred Skills and Knowledge

- Master's degree in GI Science, Urban Planning, Geography, Environmental Sciences or a related area and/or equivalent experience/training.
- Knowledge of JavaScript and related data visualization libraries (Node.js, Leaflet, D3, React etc.)
- Solid research skills to enhance our understanding of the issue(s) being investigated.
- Stellar organizational abilities.
- Knowledge of statistics and experience using statistical packages for analyzing datasets.
- Capacity and experience understanding and translating academic findings for lay audiences.
- Good interpersonal skills, including political acumen, tact and follow-through, to communicate effectively with all levels of staff, faculty, and community partners, both verbally and in writing.

Salary & Benefits

This is a 2-year, full-time (40 hours/week), contract appointment, eligible for UC benefits with the possibility of extension with continued funding. This is a non-exempt, hourly paid position.

Hourly pay for this role is commensurate with experience within the range of \$33.57 - \$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>

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>