**Research Analyst 2**

**Please see Special Instructions for more details.**

Applications will be reviewed based on the information submitted on the employment profile with education and work history along with any other requested documentation i.e. posting specific question responses, transcripts, etc. Your profile MUST clearly show how you meet the minimum/required qualifications for the position. Resumes are NOT accepted at the application stage for classified staff positions. Cover letters are optional for this position and will not be used for evaluating your qualifications. Transcripts must be submitted for all required and/or related courses. All courses must be from accredited colleges, universities, or private vocational schools. The online application system will allow you to attach your transcripts if the PDF file is 9MB or less. If over 9MB in size, submit to contact person listed. Transcripts must be received by the closing date if not uploaded with your application. Typically, the starting salary is at the lower end of the salary range. For additional information please contact: Ginny Kroshus, ginny.kroshus@oregonstate.edu OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community. Transcripts must be submitted for all required and/or related courses. All courses must be from accredited colleges, universities, or private vocational schools. The online application system will allow you to attach your transcripts if the PDF file is 9MB or less. If over 9MB in size, submit to contact person listed. Transcripts must be received by the closing date if not uploaded with your application.

**Position Details**

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| Position Information | | |
| **Department** | | Ctr Lifelong STEM Learng (RDR) |
| **Classification Title** | | Research Analyst 2 |
| **Job Title** | | Research Analyst 2 |
| **Appointment Type** | | Classified Staff |
| **Job Location** | | Corvallis |
| **Position Appointment Percent** | | 100 |
| **Appointment Basis** | | 12 |
| **Pay Method** | | Salary |
| **Min Salary** | | $3046 |
| **Max Salary** | | $4627 |
| **Employment Category** | | Regular |
| **Position Summary** | | This recruitment will be used to fill one full-time Research Analyst 2 position for the Center for Lifelong STEM Learning at Oregon State University (OSU).  Rapidly advancing STEM knowledge and STEM capabilities provide a significant foundation for shaping the well-being of individuals and societies and represents major human intellectual and cultural accomplishments.  With a mission to improve understanding of how all people learn STEM throughout the lifespan and across formal and informal settings, we envision a world in which evidence from research and wisdom from practice guide all learning experiences.  The Research Analyst performs graduate-level research including instrument development, field work, data entry, analysis and provides general support to senior researchers and and administrative staff at the Center for Research on Lifelong STEM Learning.  The employee will assist on a variety of STEM Learning focused research and evaluation projects on topics such as informal learning environments (e.g. museums, festivals and science centers), Citizen Science, K-12 STEM learning and teacher professional development, field station or field trip learning, engineering and computer science STEM ‘gap’ programs, undergraduate education initiatives, faculty training initiatives, etc. Initial projects include: 1)  Research on multi-organizational efforts to strengthen the long-term relationships  between institutes of higher education and informal learning venues such as  museums and science centers;  and 2) coordination, research and evaluation for the  Undergraduate Field Experiences in Research Network (U-FERN), which seeks to understand the impacts of immersive field science experiences and to build a  community of practitioners and education researchers to share and develop effective practices that are inclusive of all students. |
| **Position Duties** | | 30% Research Planning and Development -Conduct literature reviews and summarize results -Assist in development of research design -Participate in research meetings and provide support to research teams -Develop and test surveys and other research instruments  30% Data Collection and Analysis -Collect data through interviews, document analysis, observations, and surveys -Prepare data files and complete data entry -Conduct quantitative and qualitative analyses  20% Project coordination -Communicate with external partners to schedule meetings and facilitate collaboration -Assist with workshop logistics and facilitation -Maintain organized and accessible project work files and folders  20% Reporting Findings -Summarize research results in writing -Generate visualizations of data and results -Generate and/or edit project reports -Assist in communicating findings to partners and the public |
| **Minimum Qualifications** | | College level courses in statistics (at least six quarter hours); research methods and techniques (e.g., research design, sampling, surveying, etc.); and computer software application or packages (e.g., Statistical Analyses System, Lotus 1-2-3, etc.); OR Three years of experience assisting with the gathering, compiling, analyzing, and reporting of research information and statistical data plus assisting with the drafting of this information into narrative or statistical reports; OR An equivalent combination of training and experience. Transcripts must be submitted for all required and/or related courses. |
| **Additional Required Qualifications** | | -Two years experience conducting research as part of a team. -Training in social science research methods both quantitative and qualitative -Demonstrable commitment to diversity and equity -Demonstrable ability to develop and deploy complex surveys using platforms such as Qualtrics or Survey Monkey (i.e. well-formatted and written surveys that incorporate skip logic and conform to Institutional Review Board Standards) -Experience effectively using quantitative analysis platforms such as SPSS. -Experience Effectively conducting qualitative analysis -Demonstrated ability to effectively use MS Excel or comparable database programs -Strong personal management and organizational skills -Excellent verbal and written communication skills |
| **Preferred (Special) Qualifications** | | -Completed IRB training and knowledge of IRB policies -Experience writing about research for public audiences -Experience as author or co-author of peer reviewed publications -Master’s Degree involving use of social science methods —Experience effectively using cloud-based file sharing software (e.g. Google Drive, Box, etc.) -Experience with DeDoose, Zoom, Outlook |
| **Working Conditions / Work Schedule** | | Schedule is flexible within the regular work week, weekly schedules need to be- developed in collaboration with supervisor and collaborators. |
| **This position is deemed essential and the incumbent may be expected to report to work during inclement weather, emergency and other University work curtailments or closures.** | | No |
| **This position requires a clear and unambiguous commitment to compliance of all National Collegiate Athletic Association (NCAA) regulations for Division I (FBS) universities.** | | No |
| Posting Detail Information | | |
| **Posting Number** | P01548CT | |
| **Number of Vacancies** | 1 | |
| **Anticipated Appointment Begin Date** | 06/16/2018 | |
| **Anticipated Appointment End Date** |  | |
| **Posting Date** | 05/18/2018 | |
| **Full Consideration Date** |  | |
| **Closing Date** | 06/13/2018 | |
| **Indicate how you intend to recruit for this search** | Competitive / External - open to ALL qualified applicants | |
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**Supplemental Questions**

Required fields are indicated with an asterisk (\*).

**Documents Needed to Apply**

**Required Documents**

**Optional Documents**

1. Transcripts