Data Manager/Statistician
Wisconsin HOPE Lab

<u>The Lab</u>

The Wisconsin Harvesting Opportunities for Postsecondary Education (HOPE) Lab, directed by Dr. Sara Goldrick-Rab, will be launched in spring 2014. It will be the nation's first laboratory for translational research aimed at improving equitable outcomes in postsecondary education. Projects in the Lab will range from exploratory, descriptive research aimed at identifying under-examined problems and identifying potential areas for intervention, to intervention development and experimental evaluation, to the translation of data into usable knowledge.

<u>Main Responsibilities:</u>

- Responsible for consulting and collaborating with the Principal Investigator and co-investigators on appropriate data analytic procedures, conducting analyses, interpreting outputs, and writing methods and results sections of manuscripts.
- Required to perform analytical methods appropriate for both experimental and longitudinal data sets including: repeated measures, ANOVAs, Structural Equations Modeling, Latent Growth Modeling, and Multilevel Modeling as well as power analysis, handling of missing data, testing mediation and moderation.
- Data collection and management duties for multiple projects.

<u>Other Job Duties:</u>

- Formulate, implement, and enforce proper data collection policies and procedures as well as data quality standards
- Perform and document procedures for data preparation including data cleaning standardization and analysis
- Oversee operations of project databases
- Supervise, coordinate and train statistical and data management staff (graduate and undergraduate students)
- Co-ordinate and facilitate meetings with statistical and data management staff
- Compile weekly and monthly reports to project director and associate director
- Ensure good documentation of all statistical analyses
- Prepare methodological sections of grant proposals

<u>Qualifications</u>:

Required:

- Master's or doctoral degree in Social Sciences (e.g. Economics, Psychology, Sociology, Epidemiology, etc), Statistics, or related field.
- At least three years experience performing advanced data analysis in a social sciences or research setting.
- Practical experience in statistical issues such as power analysis, handling of missing data, testing mediation and moderation.
- Practical experience in analytic methods including repeated measures, ANOVAs, Structural Equations Modeling, Latent Growth Modeling, and Multilevel Modeling

<u>Required abilities and dispositions:</u>

The ideal candidate will be personally motivated, detail-orientated, self-managed; responsible in meeting deadlines and ensuring progress without direct supervision. Strong verbal and written communication skills are essential.

Position Details

Full-time position at UW-Madison with desired start date of November 1, 2013.

Wage level commensurate with educational level.

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