

RESEARCH ASSISTANT DESCRIPTION

Position: Research Assistant I
Status: Full-time Employee
Posting Date: March 31, 2016
Deadline: Until Filled
Location: Cincinnati, OH

Company:

C H Smith & Associates, LLC, (www.chsmithassociates.com) is looking for a research assistant to join its team. C H Smith & Associates helps its clients make good things happen. With care, commitment and expertise, C H Smith & Associates provides meaningful strategy, practical plans, meticulous project execution, and useful data analysis for organizations and systems to better serve their communities and make a difference in people's lives.

The C H Smith & Associates team includes specialists and consultants in project management, process facilitation, qualitative and quantitative research, public policy, stakeholder engagement, organizational development, workforce development and more. The organization is currently conducting a statewide evaluation of the Straight A Fund grants for the Ohio Department of Education.

C H Smith & Associates, LLC is an Equal Opportunity employer.

Responsibilities:

- Conduct research including data collection and analysis, using quantitative and qualitative methods.
- Draft evaluation reports explaining results of analyses.
- Assist in preparation of proposals to obtain additional research projects.

Qualifications:

- Expertise with both quantitative and qualitative methodologies and related analyses.
- Applied experience and proficiency with relevant statistical software.
- Experience with qualitative coding and coding software, preferred.
- PhD or doctoral candidate, preferably in education, economics, social science, statistics, mathematics, or research related field.
- Experience in evaluating federally-sponsored programs is a plus.
- Flexibility to travel within state of Ohio up to 30% of time.

Please send resume or curriculum vitae with cover letter stating your compensation requirements to Calista H. Smith at chs@chsmithassociates.com.