

**NATIONAL CENTER FOR STATE COURTS
invites applications for the position of:**

Senior Court Research Associate

SALARY: \$76,312 – \$83,000

OPENING DATE: May 1, 2020

CLOSING DATE: June 15, 2020 (Resume review begins May 22, preference given to early applications)

JOB SUMMARY:

The National Center for State Courts is an independent, nonprofit court improvement organization located in Williamsburg, Virginia. NCSC's services – research, information services, education, consulting, association management, and technical assistance – are focused on helping courts implement improvements that promote efficiency and effectiveness, while ensuring access to justice, timeliness, and procedural satisfaction.

The Research Division of the NCSC is looking for highly motivated professionals to work on projects, in multidisciplinary research including, but not limited to social science, public administration, legal studies, public health, criminology, social justice and data science, to further the administration of justice in our state courts. We are seeking applicants who thrive in a collaborative environment and want to make a difference in the field of court administration and improvement.

The position is responsible for planning, organizing, and conducting research for improving various aspects of state court administration and disseminating research results. Work includes identifying and developing research initiatives; obtaining research grant funding; conducting research and disseminating research results through various mediums (e.g., written products, presentations, online curricula, and technical on-site assistance).

For more information about 2020 Research Projects at the NCSC visit our [webpage](#).

DUTIES AND RESPONSIBILITIES:

The Senior Court Research Associate will be responsible for performing the duties listed below:

- Identifying and pursuing work on emerging issues of significance to the state court community;
- Developing and securing funding for new research projects from federal, state, and private funding sources;
- Managing projects including effectively managing project resources, scope, quality, and budget using project management tools (e.g., Project Online), applying project management techniques (e.g., identifying risks, forecasting scheduling conflicts), and monitoring compliance with grant/contract requirements;
- Presenting and publishing research findings in journals of professional and academic associations (e.g., ABA, ASC, LSA); presenting results through facilitated workgroups or conferences to individual courts, administrative office of the courts, court-related leadership organizations (e.g., NACM, COSCA, CCJ); and designing products that effectively communicate research findings to diverse audiences (e.g., data visualization);

Senior Court Research Associate

- Conducting and directing empirical and applied research and program evaluation including:
 - Overseeing the design of qualitative and quantitative data collection instruments and statistical analysis
 - Conducting site visits (interviewing, focus groups, observations) with constituents;
 - Collaborating with and incorporating other research organizations and partners to provide consultation, technical assistance, and training to staff of state court systems, government agencies, academic institutions, media, and other organizations; and
 - Supervising and mentoring junior staff.

MINIMUM QUALIFICATIONS:

To be considered for either position, candidates must demonstrate the following qualifications:

- Possess a J.D. or Master's degree in social science, public policy, or related field; and at least 10 or more years of experience in conducting applied social science research; Preference will be given to candidates with a Ph.D. in the social sciences, public policy, or a related field; or a J.D. combined with a Master's degree in social sciences, public policy or related field; and six years of experience conducting applied social science research.
- Knowledge of research design and demonstrated ability to collect and analyze quantitative and qualitative data using a variety of statistical techniques;
- Demonstrated experience managing projects from inception to conclusion and managing project staff;
- Ability to comprehend and assess the impact of contemporary policy issues, experience applying policy issues impacting the state courts is preferred;
- Ability to think conceptually, synthesize data, and draw conclusions from research and convey it to a variety of audiences, experience working with the court community is preferred;
- Excellent writing and public speaking skills that demonstrate ability to communicate effectively to diverse audiences (court-related leadership organizations, practitioners, and lay people);
- Ability to travel periodically.
- Experience using statistical/data management software such as Excel, SPSS, and Stata;
- Experience with modern open source software used in advanced analytics, data science, and visualization, such as Python, R, SQL, or Tableau is preferred.
- Experience with predictive modeling, augmented intelligence, machine learning, forecasting, or text analytics/natural language processing is preferred.

SUPPLEMENTAL INFORMATION:

To apply for this position, go to our website: www.ncsc.org/jobs. Candidates are required to submit a cover letter and a resume in addition to the completing the online application form.

Salary will vary by candidate experience and qualifications.

Resume review begins May 22, 2020; preference given to early applications

NCSC IS AN EQUAL OPPORTUNITY/DISABILITY/VETERAN EMPLOYER