



RESEARCH ANALYST
Early Childhood Development
Deadline: March 15, 2010

Child Trends is a nonprofit, nonpartisan research center that studies children at all stages of development. Our mission is to improve outcomes for children by providing research, data, and analysis to the people and institutions whose decisions and actions affect children.

General Description

Child Trends has an opening for a Research Analyst in its Early Childhood Development research area. Current research projects focus on professional development of the early care and education workforce; evaluations of state quality initiatives; evaluations of early literacy curricula in early care and education settings; school readiness; transition to kindergarten; and educational outcomes for low-income children and English language learners. Some of these projects involve secondary data analysis of the Early Childhood Longitudinal Studies (Kindergarten cohort and Birth cohort), or analysis of administrative data. Other projects involve primary data collection in the form of classroom observations, child and adult assessments, focus groups, and in-person and telephone interviews. Still other projects involve conducting literature reviews and syntheses, and or reviewing and evaluating statistical reports.

Position Summary

Under the general direction of senior staff members, the Research Analyst will be responsible for conducting assigned parts of social research projects. The analyst will do the following: manage large data sets; apply basic methods of statistical analysis; assist in the development of research approach, and in the selection and application of statistical techniques; conduct literature reviews, including contributing original perspectives on patterns of findings; participate in the development of the content of surveys, measures for direct observation or coding of behavior, and/or site visit and focus group protocols; and report research findings orally and in writing.

Typical Duties and Responsibilities

1. Uses SAS, Stata, and other statistical software to manage and manipulate large data sets; includes variable creation, data cleaning and recoding, and translating data from one program to another.
2. Analyzes data using descriptive and multivariate techniques, such as t-tests, ANOVAs, multiple regression, logistic regression, and factor analysis.
3. Draws conclusions from data, and prepares statistical reports and data presentations.
4. Revises and writes critical summaries of research literature and/or public policy.
5. Writes research results; assists in writing proposals and preparing papers for publications.
6. Assists in the presentation of research results to clients, sponsors, or the press.
7. Supervises and assigns work to research assistants and support staff. May train research assistants.
8. Some project management and analyses required
9. Works independently and provides support for research design and writing.
10. Performs other related duties as required.

Experience and Education

- Masters degree in a social science, or BA degree plus 3-5 year's experience in appropriate research discipline
- Two to three year's work experience with statistical packages and analyses
- Demonstrated proficiency with SAS and/or Stata and using large nationally representative data sets
- Experience with large scale early childhood data files (e.g., ECLS-B, ECLS-K, FACES, etc.) is preferred
- Excellent organizational skills and attention to detail
- Excellent oral and written communication skills

How to Apply

Upload your resume with a cover letter, salary requirements, transcripts, and three professional references at <http://resumes.childtrends.org>. Alternatively, email this information to hr@childtrends.org, fax the information to (202) 362-8420, or mail to HR Consultant, Child Trends, 4301 Connecticut Avenue, NW, Suite 350, Washington, DC 20008. **NO PHONE CALLS, PLEASE!**

Child Trends is an Equal Opportunity Employer