Title: Project Associate
Start Date: ASAP*

Who We Are:
By 2050, the global urban population will nearly double to 6.4 billion. This unprecedented growth in the global urban population creates incredible opportunities, but also intensifies the most difficult problems cities face, such as concentrated poverty, crime, poor-quality schooling, and pollution. The University of Chicago founded Urban Labs to help address these challenges. Urban Labs is a set of highly collaborative labs focused on undertaking inquiry and having impact on five essential dimensions of urban life: *crime, education, health, poverty, and energy & environment*. Urban Labs partners with cities to identify and rigorously evaluate the policies and programs with the greatest potential to improve human lives at scale. Urban Labs' evidence-based approach gives policymakers and practitioners the knowledge they need to effectively achieve the greatest social good per dollar spent.

In sum, UChicago Urban Labs:
- Identifies promising solutions to urban challenges
- Tests the most promising urban policies and programs
- Scales-up the most effective and cost-efficient policies and programs

For more information about the UChicago Urban Labs, go to http://urbanlabs.uchicago.edu/

The Role
The University of Chicago Health Lab is seeking a Project Associate to support large-scale social policy research projects. This person will work on a portfolio of projects designed to test the effectiveness and cost-effectiveness of promising health interventions. The role will primarily focus on supporting the implementation of the Supportive Release Center (SRC) study, a randomized controlled trial (RCT) evaluating the effectiveness of a post-release mental health intervention at the Cook County Jail.

This position requires an individual who is able to work as a part of small research team running multiple projects concurrently. The position offers the opportunity to work directly with leading social policy researchers at the University of Chicago, government agency staff, and nonprofit partners, as well as a team of administrative staff, project managers, and student research assistants from the Chicago office.

*Note that while start date is asap, exceptions can be made for individuals who are graduating from master's programs in the spring and are able to work approximately 20 hours per week until available to begin full-time.

Duties and Responsibilities
- Manages implementation of the SRC study in the field, including primary data collection, while ensuring fidelity to research ethics and study design.

- Oversees quality control of primary materials and data entry, including maintaining the study's Microsoft Access database.
- Responsible for hiring, training, and managing Health Lab research assistants working in the field for the SRC study.
- Assists in writing grant proposals, prepares human subjects permission protocols and amendments for IRB permission, and obtains other research permits as needed.
- Coordinates with partners, building and maintaining positive relationships in order to achieve project goals.
- Prepares results for memos, spreadsheets, and presentations targeting practitioners, policymakers and academic researchers.
- Conducts field research and data entry as needed.
- Other duties as assigned.

Education
Bachelor's degree in economics, sociology, public policy or other relevant social science field required.

Experience
A minimum of one year of relevant research experience required.
Experience working with STATA, SAS, R, SQL or other programming languages preferred.
Experience working on field experiments preferred.
Familiarity with randomized controlled trials preferred.

Competencies
Strong interest in social policy required.
Strong written and verbal communication skills required.
Ability to manage multiple projects simultaneously and meet tight deadlines required.
Excellent organizational skills and attention to detail required.
Ability to work both independently and as a team member required.
Ability to work discretely with sensitive and confidential data required.

To Apply: please submit a resume, cover letter, unofficial transcript from the highest degree program received, and a writing sample to https://uchicago.wd5.myworkdayjobs.com/External, Requisition Number **JR00308**.

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