



Washington State Institute for Public Policy

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WSIPP Job Recruitment Research Associate

Opened: July 22, 2024

Closes: August 19, 2024

Salary Range: \$6,269.00-\$8,150.00 per-month of full-time work (DOQ)

Special Note

This position is full-time, overtime exempt, an “at-will” appointment, and exempt from Washington State Civil Service rules and the Fair Labor Standards Act overtime requirements. These exempt positions serve at the discretion of the WSIPP Director.

Washington State Institute for Public Policy Profile

The Washington State Institute for Public Policy (WSIPP) is a nonpartisan public research group located in Olympia, the hub of the Washington State government. WSIPP is a team of multidisciplinary researchers who conduct applied policy research for the state legislature in a creative and collaborative environment.

WSIPP is strongly committed to the core values of nonpartisanship, quality, and impartiality. Created in 1983, WSIPP has become nationally and internationally recognized for the design, depth, and quality of its research reports and benefit-cost analyses.

Position Purpose

Research Associates conduct research on public policy topics. The work primarily involves literature reviews, meta-analysis, data and fiscal analysis, report writing, and presentations. In addition, Research Associates may assist in designing and implementing outcome evaluations and benefit-cost analyses. The position involves collaboration with other WSIPP researchers and consultation with state legislative members, legislative staff, state agency staff, external researchers, and other stakeholders.

This position operates under the general direction of WSIPP leadership and various project leads. The ideal candidate will have a background in policy analysis and a broad interest in evidence-based public policy; be a self-starter; be comfortable with ambiguity; possess strong quantitative, data analytical, communication, project management, and interpersonal skills; and have an eagerness to learn.

Nature and Scope

WSIPP conducts research at the direction of the state legislature or its Board of Directors. Research areas include public health, criminal justice, early learning, K-12 education, higher education, child welfare, behavioral health, and health care.

The successful candidate for the advertised position will be responsible for participating in a variety of research assignments, including outcome evaluations, literature reviews, and quantitative analyses of state administrative data. This position is expected to be flexible and adaptable in supporting more than one of WSIPP’s current assignments and will likely need to pivot as new assignments are received.

Essential Functions

- Conduct evidence reviews, policy reviews, data analysis, and/or meta-analysis and assist with outcome evaluations and benefit-cost analysis.
- Consult with legislative staff, state agencies, local governments, national experts, and stakeholders.
- Write reports and present findings to the legislature and other technical and lay audiences.

Additional Duties

- Complete other projects upon request. Work portfolios may vary depending on new legislative and Board-approved assignments.
- Assist in designing and conducting primary research on major public policy topics to inform state decision-makers.

Knowledge, Skills, and Abilities

- Knowledge of rigorous scientific outcome evaluation methods.
- Ability to perform advanced statistical analysis, including experience using a statistical package such as Stata or R.
- Ability to apply exceptional interpersonal expertise to seek out and build positive working relationships with leadership, project team members, and internal and external stakeholders .
- Ability to work diplomatically, professionally, and in a nonpartisan manner on controversial issues.
- Ability to critically review research literature and draw policy-relevant conclusions.
- Ability to work collaboratively in groups.
- Ability to flexibly manage own workload to meet assigned deadlines.
- Ability to present research findings, both orally and in writing, to both technical and lay audiences.
- Ability to work across multiple disciplines and with a variety of legislative and state agency partners.

Minimum Qualifications

- Master's (or equivalent) in relevant discipline.
- At least two years of experience and/or coursework using quantitative methods.

Desired Qualifications

- Recent work experience or graduate-level training in statistics, meta-analysis, econometrics, outcome evaluation, or benefit-cost analysis.
- Work experience or formal training in criminal justice, education, economics, public policy, public health, health care policy, and/or a related social or behavioral science.
- Work experience in a government setting.

Work Environment

The Research Associate works in an office environment with occasional meetings in a group setting. Occasional in-state travel to meet with stakeholders may be required. Flex scheduling is allowed, and a partial telecommuting schedule may be approved by the Director.

Conditions of Employment

- Candidates who are offered a job with Washington State Institute for Public Policy (WSIPP) must possess work authorization which does not require sponsorship by the employer for a visa now or in the future.
- Must provide proof of identity and employment eligibility within three days of beginning work.
- Prior to a new hire, a background check including criminal record history will be conducted. Information from the background check will not necessarily preclude employment but will be considered in determining the applicant's suitability and competence to perform in the position.

To Apply

Please visit <https://evergreen.peopleadmin.com/postings/4058> to apply.