

# HUMAN SERVICES RESEARCH ANALYSTS

Mathematica Policy Research is a nationally recognized, nonpartisan firm that researches domestic and international social policies in human services and health. Mathematica's mission is to improve public well-being by bringing the highest standards of quality, objectivity, and excellence to bear in our work. Our clients are primarily federal, state, and local government agencies, and private foundations. Staff in the Human Services division work on projects in the following domestic policy areas:

- Education (sample projects: measuring teacher effectiveness and conducting rapid-cycle evaluations)
- Early childhood (sample projects: evaluating Early Head Start and conducting a systematic review of research on home visiting programs)
- Labor (sample projects: evaluating the impact and implementation of the Workforce Investment Act and evaluating a program that provides employment training services to inmates)
- Nutrition (sample projects: researching initiatives to address childhood hunger and estimating the impact of changes to the SNAP program)
- Family support (sample projects: evaluating responsible fatherhood programs and providing technical assistance to evaluators of teen pregnancy prevention programs)
- Disability (sample projects: evaluating programs helping workers with disabilities and examining the career pathways of workers after they receive disability benefits)

Human Services Research Analysts typically work across multiple domestic policy areas. Analysts may work on primary research studies (e.g. randomized evaluations of programs in the field), perform secondary research (e.g. working on a systematic review of existing research in education, family support, labor, early childhood, or other area), or provide technical assistance on evaluation design and program implementation to other organizations.

We are looking for Human Services Research Analysts to join our team. As a Research Analyst, you would join our staff of research professionals, which includes doctoral-level researchers in the fields of public policy, economics, and other social sciences, as well as master's-level analysts, and bachelor's-level research assistants/programmers. We offer our employees a stimulating team-oriented work environment, competitive salaries, and a comprehensive benefits package, as well as the advantages of employee ownership.

## Human Services Analysts participate in key project activities including:

- Conducting site visits and interviews to assess program implementation and operations
- Performing qualitative analyses based on in-depth interviews or focus groups
- Recruiting sites, such as schools or training centers, to participate in large-scale evaluations or providing technical assistance to participating sites
- Supporting researchers and programmers in conducting quantitative analyses with large databases to determine program outcomes or conduct policy simulations
- Writing chapters of analytic reports and proposals for new projects
- Providing technical assistance to improve the rigor of evaluations conducted by others
- Contributing to systematic reviews of existing research
- Conducting literature reviews
- Tracking financial progress of projects, and preparing reports for monthly project reviews

## Qualifications of successful candidates include:

- Master's degree in public policy, economics, statistics, or a related field, or equivalent experience
- Rigorous training in qualitative and/or quantitative research methods
- Excellent oral and written communication skills
- Working knowledge of current policy issues in one or more of the following areas: early childhood, education, labor, nutrition, children and families, disability, or other relevant areas
- Work experience with a policy research organization, state or federal government, foundation, school, or human services program is desirable

Applicants must submit: a cover letter, resume, writing sample that demonstrates analytic thinking (preferably illustrating research or analysis skills on a policy-related topic), transcripts (unofficial or official), and contact information for three references. To apply, visit (PLEASE COPY AND PASTE URL INTO BROWSER):

<http://careers.mathematica-mpr.com/princeton,-nj/research/human-services-research-analyst-jobs>

*Improving public well-being  
through objective research.*

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## HOW TO APPLY

- (1) Visit Mathematica's career opportunities website at <http://www.mathematica-mpr.com/Employment/>
- (2) Select the "Career Opportunities" link from the left navigation menu, then follow the directions to search available positions by position title, location(s), and/ or functional area(s). Next select "Search".
- (3) When a position of interest is selected, click "Apply Now" and begin creating your application.
  - A resume will be a required document that must be attached to complete the online application process.
  - Many of our positions require additional supporting documents (for example, transcripts, writing samples, references, or letters of recommendation). Please review the posting carefully to determine what supporting documents are required for the position to which you would like to apply.
  - There is a maximum file size of 2000 KB for any file uploaded to Mathematica's online application system.
  - Transcripts can be unofficial.
- (4) You can review the status of your application by logging into the system with the unique user name and password created during the application process.

*General questions:* Inquiries about working at Mathematica, employment, positions, and the online application system should be sent to the HR mailbox at [HumanResources@mathematica-mpr.com](mailto:HumanResources@mathematica-mpr.com).

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### AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

*As an equal opportunity-affirmative action employer, we strongly encourage applicants of all racial, ethnic, and cultural groups.*