MSU University Outreach and Engagement and Department of Human Development and Family Studies invite applications for on-campus full-time employment

Classification Title: Postdoctoral/Academic Specialist – Research (Fixed Term)

Posting Snapshot	Candidate will be heavily involved in data management, analysis, and reporting to early childhood and out-of-school time program stakeholders at local, state, and national levels.
Position Summary	The Community Evaluation Programs unit of MSU University Outreach and Engagement conducts research and evaluation projects focusing on the quality, accessibility, and impact of out-of-school time and early childhood education programs across Michigan. We have years of experience working with communities at the state and local levels to produce engaged scholarship and to promote a diverse, equitable, and inclusive environment for all. Primary responsibilities of the academic specialist position include research design and implementation, as well as data collection, cleaning, analysis, and presentation. The successful academic specialist will work with other team members on specific projects, though they may also work independently, as needed. They will collaborate with project sponsors and other data providers on continuous improvement of data collection to enhance the quality and cohesion of collected data and to streamline the data gathering, cleaning, and reporting processes. They will present findings and results on the project website and at various stakeholder meetings and will generate peer-reviewed publications, research briefs, and annual reports. This position is available for one year; future appointment is contingent on job performance, staffing needs, and availability of funding.
University Required Edu./Exp.	The job requires knowledge normally acquired by completing a doctoral degree; mastery of basic research techniques is required.
Unit Specific Edu./Exp.	The position requires a doctoral degree in education, methodology, or one of the social sciences. The successful candidate will have extensive work experience in performing data cleaning and organization. The position requires mastery of word processing, spreadsheet, database handling, and presentation software. Great verbal and writing skills are required, as are scrupulous attention to detail and the ability to see multiple elements coming together to create one project.
Desired Edu./Exp.	Experiences with R and/or SPSS, Tableau and other data visualization software will be desired.
Equal Employment Opportunity Statement	All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, age, disability, or protected veteran status.
Remote Work Statement	MSU strives to provide a flexible work environment. This position has been designated remote-friendly, which means that some or all of the duties can be performed remotely as mutually agreed upon.

Applicant Instructions: Careers at MSU Website posting #892907; http://tiny.cc/7n4bvz	
Department website:	cep.msu.edu
Required Application Materials:	Name and contact information of three references Curriculum vitae Cover letter
Salary: Competitive salary commensurate with experience	

MSU is an affirmative-action, equal-opportunity employer.