

**RESEARCH ASSOCIATE JOB DESCRIPTION**  
**CLOSING DATE: OPEN UNTIL FILLED**

Justice System Partners (JSP) is seeking experienced, talented candidates to fill a research associate position with our nonprofit consulting firm.

**About Justice System Partners**

Through innovation and practical strategies and solutions, JSP improves the safety and quality of life for justice-involved individuals and their communities by supporting justice systems in becoming more effective, fair and humane. We tailor our services to the needs of the jurisdiction or agency and work with our clients to incorporate data-driven, evidence-based management techniques and decision-making processes into their organization to support long-term change. For more information about JSP, visit us at [www.justicesystempartners.org](http://www.justicesystempartners.org).

JSP was founded in 2014 to do important criminal and juvenile justice reform work—work that is led by research, informed by data, and results in measurable change. We select projects that give us opportunities to effect change, locally and nationally, and to work with clients, funders and peer organizations who believe in the same core values we do. We dedicate ourselves to building the capacity of our clients, and we have fun while we're doing it.

**Working at Justice System Partners**

We are a small, not-for-profit agency who works closely with our community partners to develop new and innovative ways to understand how to improve the criminal justice system. We have a team of experts that work together to develop effective strategies to help leaders move their agencies forward, bringing practical strategies and solutions to real-world issues. We support a healthy work/life balance and invest in our staff by engaging them in a wide range of learning opportunities.

**Who we are looking for?**

We are looking for an individual who is passionate about helping the criminal justice system move forward through the delivery of real-world research. The team is seeking a research associate who has practical experience in developing, managing, and conducting statistical analyses across criminal justice settings. As a research associate, you will develop and conduct research across multiple sites/projects, assist in developing JSP's research agenda, and participate in day-to-day research activities. You will be responsible for conducting a range of research activities including data collection, data merging, cleaning, recoding, and analyses, and dissemination of findings through reports, practitioner and academic journals, and presentations. This will also include providing insights into program performance through summary statistics and performance indicators and assisting on other projects and tasks as assigned.

**What qualifications do you need?**

- PhD in social science field, preferably criminal justice but will consider other degrees with experience in criminal justice

- Demonstrated skills on developing, managing, and implementing robust research studies. Experience in leading research projects as a principal investigator, project director, or lead researcher.
- Working knowledge of quantitative statistical software including SPSS, R, STATA, Mplus, Tableau or other data reporting systems with rich presentation/graphic abilities.
- Work in diverse work environment in which collaboration and community is essential
- Ability and discipline to work remotely
- Willingness and flexibility to work independently, and within a team
- Time management: Ability to meet multiple deadlines, think strategically and creatively, adjust to changing circumstances, organize time, remain attentive to details and identify resources for projects.
- Project management: Ability to develop and move complex projects forward with a high degree of independence within a creative, fast-paced, action-oriented and collegial environment; an ability to establish a systematic course of action to ensure project completion.
- Communication: Ability to express ideas, thoughts and concepts clearly and concisely in a compelling way to convince or assist others, both in writing and orally; ability to write clearly, especially about complex policy and implementation issues.

**Position Type**

JSP is currently seeking candidates interested in full-time employment.

**Salary**

Commensurate with experience and education.

**Location**

The research associate will telecommute from anywhere in the United States via Internet and phone. They will be part of a dispersed workforce located throughout the country that interacts within a virtual work environment.

**Travel Expectations**

Willingness to travel 50% is expected for full-time positions.

**To Apply**

Send a cover letter and resume to [info@justicesystempartners.org](mailto:info@justicesystempartners.org).

**As an equal opportunity employer, JSP is committed to equity and inclusion. We aim to create a workplace that celebrates diversity and includes perspectives from backgrounds that vary by race, ethnicity, social background, religion, gender, age, disability, sexual orientation, veteran status, and national origin.**