MARY HOCH CENTER FOR RECONCILIATION: CALL FOR EMPLOYMENT

<table>
<thead>
<tr>
<th>JOB TITLE:</th>
<th>Research Assistant</th>
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<tbody>
<tr>
<td>COMPENSATION:</td>
<td>$12 per hour</td>
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<tr>
<td>LOCATION:</td>
<td>Remote</td>
</tr>
<tr>
<td>CLASSIFICATION:</td>
<td>Student Wage Position</td>
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<tr>
<td>REPORTING TO:</td>
<td>Antti Pentikäinen, Nick Sherwood, and Oakley Hill</td>
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<td>DURATION:</td>
<td>Start date: 24 January 2022</td>
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<td>End date: 7 May 2022</td>
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<td>SCHEDULE:</td>
<td>5 - 10 hours / week</td>
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JOB PURPOSE / SUMMARY

MHCR is seeking a highly organized, independent, emotionally intelligent, and culturally competent / sensitive GMU undergraduate student with Federal Work-Study to support the Transformation and Reconciliation Laboratory (TRL) at MHCR through research and administrative support. Reporting to the MHCR Director, Associate Director, and Laboratory Manager, the Research Assistant (RA) will be responsible for providing support to key research projects at MHCR.

The RA’s primary assignment centers on data collection and analysis for two current studies: (1) psychologically profiling insider-partials operating in conflict zones and (2) a needs assessment of religious leaders during the COVID pandemic. The RA will work alongside research leads during project conceptualization and development, data collection and analysis, and write-up and dissemination. Pending their level of commitment to MHCR research projects, the RO will be offered opportunities for co-authorship on academic / public-facing publications and presentations. As part of the team, the RA will have opportunities to work alongside leading experts, scholars, practitioners, and other professionals in peacebuilding and will contribute to the strategic advancements of MHCR.

At MHCR, we are committed to creating an environment of inclusion. We are particularly interested in applicants from diverse, marginalized, and/or minority communities, including but not limited to identities related to race, ethnicity, age, disability, gender, queer and trans, indigenous / native / First Nation, veteran, and religious / spiritual traditions.

To learn more about MHCR, please visit our website: https://www.mhcr.gmu.edu
**POSITION RESPONSIBILITIES**

- Coordinate research participant recruitment, interviews, and study follow-up.
- Schedule and transcribe participant interviews.
- Schedule and take minutes for weekly / biweekly TRL Team Calls.
- Support the Lab Manager and Associate Director in operations and research-related strategic development for MHCR.
- Collaborate with other MHCR staff to bridge insights from research and practice at MHCR and in the peacebuilding field.
- Author research-related MHCR News stories.
- Create and maintain TRL research databases.
- Engage in qualitative data analysis.
- Engage in write-up and dissemination of key findings.
- Other duties as needed.

**COMPETITIVE APPLICANTS HAVE**

- High level of organization, independence, and intellectual / emotional curiosity.
- Completion of one or more courses in research methodology, cultural anthropology, and/or psychology.
- Interest conducting research centering on international conflicts, peacebuilding, and related fields.
- Interest translating research into actionable plans for NGOs, nonprofits, and/or for-profits in peacebuilding (or related field).
- Proficient in Microsoft Office and academic database searches.
- Interest in working at an NGO, nonprofit, or for-profit in peacebuilding (or a related field).
- Prior experience with publishing and presenting research is an advantage.
- Prior experience conducting international fieldwork and/or fieldwork in conflict zones is an advantage.
- Prior experience and/or affiliation with MHCR and/or the Carter School is an advantage.

**APPLICATION PROCESS**

- **ONLY UNDERGRADUATE STUDENTS PARTICIPATING IN A FEDERAL WORK-STUDY PROGRAM CAN APPLY**
- Submit your application through GMU’s Handshake website.
- Job ID: #5737605
- Title: Research Assistant: Reconciliation Research Studies (OSCAR FWS)
- Interested applicants should submit a cover letter highlighting:
  - Primary research interests and/or previous experience conducting academic research.
  - Experience in peacebuilding (or related field).
  - Interest in working for the Mary Hoch Center for Reconciliation.
- Please include a resume / CV, including full publication / presentation history.
- **Deadline for application: 11:55 P.M. EST, 30 December 2021**