MARY HOCH CENTER FOR RECONCILIATION: CALL FOR EMPLOYMENT

<table>
<thead>
<tr>
<th>JOB TITLE:</th>
<th>Research Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPENSATION:</td>
<td>$16 - $19 per hour (Commiserate with experience)</td>
</tr>
<tr>
<td>LOCATION:</td>
<td>Remote</td>
</tr>
<tr>
<td>CLASSIFICATION:</td>
<td>Student Wage Position</td>
</tr>
<tr>
<td>REPORTING TO:</td>
<td>Antti Pentikäinen, Nick Sherwood, and Oakley Hill</td>
</tr>
</tbody>
</table>
| DURATION:          | Start date: 24 January 2022  
|                    | End date: 20 May 2022 |
| SCHEDULE:          | 10-15 hours / week |

JOB PURPOSE / SUMMARY

MHCR is seeking a highly organized, independent, emotionally intelligent, and culturally competent / sensitive GMU graduate (masters or doctoral) student to support the Transformation and Reconciliation Laboratory (TRL) at MHCR through research support. Reporting to the MHCR Director, Associate Director, and Laboratory Manager, the Research Officer (RO) will be responsible for providing support to key research projects at MHCR.

The RO’s primary assignment centers on an ongoing TRL study seeking to psychologically profile insider-partials engaged in international reconciliation processes. The RO will work alongside MHCR staff 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 RO 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 participant interviews.
- 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.
- Assist with creating, maintaining, and updating Institutional Review Board (IRB) documents.
- Author research-related MHCR News stories.
- Support fundraising efforts for the TRL.
- Supervise and mentor undergraduate research assistant(s).
- 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.
- Experience conducting ethnographic, structured, semi-structured, and/or unstructured interviews.
- Experience conducting research centering on international conflicts, peacebuilding, and related fields.
- Proficient in Microsoft Office / Teams and academic database searches.
- Experience translating research into actionable plans for NGOs, nonprofits, and/or for-profits in peacebuilding (or related field) is an advantage.
- Prior experience working at an NGO, nonprofit, or for-profit in peacebuilding (or a related field) is an advantage.
- 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 with qualitative data analysis is an advantage.
- Prior experience and/or affiliation with MHCR and/or the Carter School is an advantage.
APPLICATION PROCESS

- 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.
- Please include the contact information of two (2) references.
- Applicants should submit all materials to Nick Sherwood (nsherwo@gmu.edu) with the subject line “MHCR Research Officer Application”.
- **Deadline for application: 16 January 2022**