The USC Suzanne Dworak-Peck School of Social Work has partnered with Miracle Messages, which is an award-winning 501(c)3 nonprofit organization that was founded with a mission to address relational poverty and loneliness among PEH, to evaluate a program known as Miracle Friends (MF) that matches unhoused individuals with housed volunteers who participate in a "phone buddy" program to provide regular social support. We are seeking one person to work in the San Francisco Bay area to carry out data collection for this evaluation. The study, conducted by USC, will investigate the effectiveness of the Miracle Friends program on participants' physical and mental well-being and sense of community and belonging.

Job description: Duties include (but are not limited to) the following:

• Coordinates data collection and assists in the distribution of incentives. Is responsible for the participant correspondence related to the coordination of data collection.

• Assists in building and maintaining study samples. Disseminates information about the project. Screens participants by assessing eligibility for research protocols and potential for commitment to the project. Develops and implements sample enhancement strategies.

• Enrolls new study participants and complete follow-up interviews with participants that prefer to complete the survey verbally over the phone. Contributes to the documentation and update of study procedures.

Job Qualifications: The ideal candidate will have strong organizational skills, effective communication skills, and the enthusiasm and ability to connect with people from a variety of different backgrounds. Must be deadline-driven and detail-oriented. The candidate should be able to work independently and possess a high degree of initiative, diplomacy, and professionalism.
Preferred Experience: Experience working as part of a research team and/or conducting surveys. Interest in working with the unhoused community.

For consideration, please send a cover letter and resume addressed to Amy Stein, Project Administrator at steinamy@usc.edu.