Research Assistant (RA), Temporary
The Northwestern Neighborhood & Network Initiative (N3)
The Institute for Policy Research (IPR), Northwestern University

Hours: Variable, on average between 30-40 hours/week
Pay: $15-$25/hour, depending on skills, education, and experience

Note: This posting is for Spring/Summer 2022, with the potential to continue through Fall 2022. The Research Assistant’s time will be split between conducting fieldwork in-person at various programmatic sites throughout Chicago and supporting qualitative data collection and analysis. When not in the field, the RA will work remotely or on-site at N3’s office located on the Evanston campus of Northwestern. All in-person fieldwork must comply with CDC and Northwestern protocols for COVID safety.

About N3
The Northwestern Neighborhood & Network Initiative (N3) seeks to engage communities, civic partners, and policymakers in addressing core problems facing the residents of urban communities. Our research focuses on utilizing “network thinking” (an understanding of how relationships shape how we feel and behave) to improve neighborhoods, the city, and our region. We are currently working with partners in Chicago to evaluate a series of interventions focused on reducing gun violence and improving public safety in the city. For more information about N3, visit: https://n3networks.northwestern.edu/

Responsibilities
N3 is looking for a temporary research assistant (RA) for Spring and Summer 2022, with the possibility to extend into Fall 2022, to assist on projects related to violence prevention. The RA will perform a variety of important project, data collection, and analysis activities to support N3, including:

- Performing fieldwork, including conducting observations, interviews, and/or focus groups at community sites throughout Chicago.
- Supporting qualitative data collection by scheduling interviews, focus groups, and related study activities.
- Supporting qualitative data analysis by de-identifying and coding data and performing basic analyses.
- Assisting with the preparation of results for memos, spreadsheets, and presentations targeting funders, policymakers, and academic audiences.
- Other administrative and research tasks or responsibilities as assigned by N3 staff.

The ideal candidate is enthusiastic about and available to work in the field during non-business hours (evenings and weekends).

Desired Qualifications
We are looking for people who demonstrate the following characteristics and skills:

- A high level of commitment to the work of N3, enthusiasm, flexibility, and a desire to learn.
- Interest and availability to conduct fieldwork throughout Chicago, and a reliable mode of transportation.
- A “team player” who is willing to step in and help where needed.
- Very reliable and responsible, able to meet deadlines.
- Strong verbal and written communication skills and enjoys interacting with people.
- Excellent organizational skills and attention to detail.
- Ideally some experience with fieldwork and/or qualitative research design, data collection, and analysis.
- Candidates should have a minimum of a bachelor’s degree, or 2-3 years of relevant experience, and may currently be pursuing master’s or doctoral training in social science or related field.
- Bilingual Spanish a plus, but not required.
Individuals with relevant professional or lived experiences, and/or who hold identities underrepresented in the field are strongly encouraged to apply.

Educational Value
This is an excellent opportunity to gain hands-on research experience in an innovative, partnership-driven research space. We aim to bridge traditional academic and community/government boundaries to improve public safety and wellbeing for residents of Chicago. We can train highly committed individuals in research design, data collection, and analysis, as well as community-engaged research approaches. Our work is action-oriented and policy-relevant: as a member of the N3 team, you will be part of an effort to use research and data to improve the safety of residents living in areas of the city most impacted by gun violence and facing other public safety challenges.

Interested applicants should email resume and cover letter to Angelica D'Souza, Research Project Manager at N3, at amdsouza@northwestern.edu.