



RESOURCE DEVELOPMENT ASSOCIATES
2333 Harrison St | OAKLAND, CA 94612
(510) 488-4345 | FAX (510) 735-9064
www.resourcedevelopment.net

POSITION TITLE: Research Associate – Justice and Justice Systems
HOURS: Full time
LOCATION: Oakland, CA
SALARY: Salary range based on experience

Organizational Overview

RDA is a mission driven 30 year old consulting firm and our commitment to social justice permeates every aspect of our work. We provide consultation to city, county, and state agencies and non-profit organizations through the provision of planning, evaluation, resource and organizational development, data analysis, facilitation, and training and technical support. Our efforts are aimed at addressing persistent social, health, and economic problems of populations served by public agencies. Learn more about our mission, services, and strengths-based approach to our work at www.resourcedevelopment.net.

Position Summary

Resource Development Associates is seeking one or more Research Associates with strong qualitative **and/or** quantitative analytical research and writing skills who are committed to improving systems and services for individuals involved in the criminal and/or juvenile justice systems. Candidates should have an understanding of non-profit and public sector organizations, particularly justice-system agencies such as probation departments, law enforcement agencies, and/or courts, as well as other local health and human service organizations. Research Associates work as members of project teams on a wide variety of issues including but not limited to evaluations, planning projects, and grant writing on reentry, youth development, trauma-informed services, behavioral health, and other related disciplines.

Responsibilities

Support qualitative and/or quantitative research design, data collection and analysis, such as:

- Participate in qualitative data collection and analysis including developing interview and focus groups protocols, organizing and conducting interviews and focus groups, community outreach and engagement, and more;
- Coordinate with city, county, and non-profit organizations to obtain data;
- Obtain, organize, code, clean, and analyze large N datasets;
- Review datasets to ensure understanding of data structure and meaning and to clarify assumptions, outcomes, and findings;
- Develop a data analysis plan outlining research methodology, analytic questions, sampling plan;
- Conduct research on best practices and prepare literature reviews;
- Prepare PowerPoints and other materials for presentation at internal and external meetings;
- Draft and finalize evaluation reports, strategic plans, grants, and needs assessments.
- Work as a team member with other staff on multiple projects and efforts.

Minimum Qualifications

- Master's degree preferred in criminal/juvenile justice or social science-related field with 2 to 3 years of experience;
- Experience with qualitative research methods such as participatory action research, content analysis, grounded theory, etc. AND/OR Experience with quantitative methods including inferential analyses and advanced statistics
- Experience working with culturally and ethnically diverse communities
- Familiarity with criminal and/or juvenile justice systems and practices and related areas,
- Ability to work well independently and as part of a team;
- Spanish language fluency is desirable;
- Display professionalism in the workplace and the field;
- Strong attention to detail and time management skills;
- Demonstrated experience in being a quick learner and self-directed.

Employee Benefits

- Generous vacation and sick leave
- RDA sponsored life and AD&D insurance
- 401k, with RDA discretionary match after 2 years of employment
- 100% RDA sponsored health, dental, and vision insurance
- RDA sponsored long and short-term disability insurance
- Pre-tax flexible spending accounts for medical, dependent care, and transit and parking expenses

To Apply: Please send cover letter, resume, three references, writing sample, and salary requirements to admin@resourcedevelopment.net. This job will remain open until filled. No phone calls please.

As an equal opportunity employer, RDA is committed to equity and inclusion. Candidates from all backgrounds and experiences are encouraged to apply.