**About Pacific Research & Evaluation:**

Pacific Research & Evaluation, based in Portland, Oregon, is **seeking a full-time Research Associate to work on applied research and program evaluation projects in a variety of areas, including education, public health, and workforce and organizational development.**

**We are a team of six research professionals from diverse educational backgrounds. This provides us with the opportunity to work on a variety of projects, explore our own areas of interest, and learn from each other’s unique experiences and perspectives. We are committed to growth as an organization, as a team, and as individuals. For example, we engage in monthly professional development meetings and monthly equity meetings to actively grow together.**

**Our team values both independence and collaboration in our work. As such, most of our team works remotely three days per week and in our Portland office two days per week. However, we also value flexibility and supporting our employees’ needs so are open to considering other proposed arrangements.**

**What you’ll be doing:**

* Designing, implementing, and managing a variety of program evaluation projects.
* Developing data collection tools and procedures.
* Managing data collection efforts, including scheduling and conducting interviews, focus groups, and surveys.
* Developing and managing various databases (Excel, SPSS).
* Conducting statistical analysis of data using SPSS.
* Preparing written reports and presenting findings to diverse audiences.
* Preparing high-quality proposals and developing new business opportunities.

**A qualified candidate will have:**

* A Ph.D. or Master’s degree in program evaluation, social sciences, or education.
* At least three years of experience designing program evaluation and/or educational research projects.
* Strong project management skills and ability to successfully keep projects on time and on budget.
* Demonstrated knowledge of research design and methodology.
* Experience developing and implementing data collection instruments, including surveys, interviews, and focus groups.
* Experience using both quantitative and qualitative methods.
* Ability to work autonomously and balance multiple projects simultaneously with high attention to detail.
* Ability to clearly communicate with both technical and non-technical audiences.
* Excellent written and verbal communication skills.
* Exceptional interpersonal skills and experience working with diverse stakeholders both internal and external.
* Proficiency with Microsoft Office programs.
* Ability and willingness to travel (~5%).

**A top candidate will have:**

* Advanced coursework in research design and statistical analysis.
* Experience conducting statistical analysis (SPSS or R preferred).
* Experience developing written proposals to secure external funding.
* An awareness of and demonstrated experience with equitable evaluation, including, but not limited to, contextually appropriate, culturally responsive, and equity-centered practices and evaluation.
* Experience with participatory research methodologies.
* Experience presenting results to program stakeholders including top level leadership.
* Demonstrated skill in developing visually appealing communications, reports, infographics, data visualizations, and presentations.

**Our Values:**

* **Growth:** We invest in the intentional growth and development of our team and our clients.
* **Equity:** Through our work, we have opportunities to explore and amplify a wide variety of human needs and experiences addressed through our clients’ efforts. We commit to continually learning and evolving our approaches for documenting and sharing these stories, as well as centering equity and respect for the communities served in our efforts.
* **Intentionality:** In recognition of the collective strengths of our team, we commit to leading with honesty, collaborating with intention, and understanding that our success is dependent on mutual accountability.
* **Stability:** We take pride in PRE’s multi-decade history of helping our clients intentionally use data to improve their services. We actively work to maintain and grow relationships with current clients, establish productive working relationships with new clients in a variety of sectors, and to be creative in our approaches and practices to ensure PRE’s continued stability.
* **Celebration:** We appreciate the passion, creativity, and thoughtfulness each person brings to PRE. By intentionally setting aside time to acknowledge and reward the individual or collective success of our staff, PRE hopes to cultivate a team that feels supported, valued, and is motivated towards continued success.

**Compensation:**

Starting salary will range from $55,000 - $85,000, depending on education/experience. PRE offers additional compensation through a profit-sharing model on an annual basis. Benefits include 18 days of paid time off, 11 paid holidays, and paid parental leave. Health insurance premiums are 100% employer paid for employees and optional dental and long-term disability insurance is also available. Employees have the option to contribute to a retirement plan in which PRE will match employee contributions dollar for dollar up to 3% of the employee’s earnings.

**To apply**, send your cover letter and resume electronically to Steven Rider, Ph.D. at:

[Steve@pacific-research.org](mailto:Steve@pacific-research.org)