**Consultant - Youth Organizing Trajectories Study Site Manager, Chicago**  
NYU Metropolitan Center for Research on Equity and the Transformation of Schools

**Starting Date:** Nov 1, 2019

**Minimum Qualifications:**
The Center for Policy, Research, and Evaluation at NYU Steinhardt’s Metropolitan Center for Research on Equity and the Transformation of Schools (Metro Center) is seeking a consultant. The selected candidate will work closely with the Policy, Research and Evaluation team as the Chicago-based Site Lead for our Youth Organizing Trajectories Study. This project seeks to understand how young people participating in youth organizing build developmental competencies, critical consciousness and school engagement.

We seek an individual with strong organizational, interpersonal, and communication skills. The Site Lead will be in close contact with the PRE team, youth, and staff organizers; they will be responsible for working collaboratively to successfully recruit and on-board youth into the study and to support active engagement of young people and staff in the study over time. The ideal candidate will have experience in youth organizing or youth development and/or one of the following sub disciplines: sociology, social or cultural psychology, economics, education studies, or an interdisciplinary, social sciences set of fields. The Chicago Site Lead must have demonstrated interest in issues of equity and social justice in education and experience working in multiethnic, multicultural environments.

In addition to the items detailed above, the following qualifications are required:
- Familiarity with research design and research methodology
- Ability to travel throughout Chicago
- Ability to attend afternoon and evening meetings at youth organizing groups across Chicago, sometimes on short notice

**Preferred Qualifications:**
- Current graduate students and recent graduates encouraged to apply
- Excellent organizational skills and attention to detail
- Proficiency in written and spoken Spanish
- Experience using Excel or other spreadsheet software

**Duties:**
1. **Work closely with two core partner youth organizations**
   - Complete online NYU human subjects training
   - Work with research team members to develop relationships with staff and members of two youth organizing groups already participating in the study
   - Attend in-person meetings to recruit additional study participants
   - Manage survey administration, including communicating proactively with organization staff, attending in-person meetings to administer survey online and on paper, and carefully tracking survey completion.
   - Conduct up to five observations of group meetings, actions or other activities and write detailed field notes
   - Depending on interest and schedule, participate in qualitative data collection and data analysis
2. **Support Tier 2 groups in administering fall and spring surveys**

- Work with research team to conduct outreach to additional Chicago-based youth organizing groups to administer fall and spring surveys
- Communicate proactively and clearly with organization staff about survey goals and procedures
- Manage survey administration, including attending in-person meetings to administer survey online and on paper, answering youth and staff questions, and troubleshooting
- Manage raffle prize distribution

**Compensation:** $5000 Flat rate for the period of November 1, 2019 through June 30, 2019. Renewable for October 2020 through June 2021 upon satisfactory completion of duties.

**About PRE:** The Center for Policy, Research, and Evaluation (PRE) conducts applied research and evaluation studies focused on promoting positive educational outcomes for youth, and understanding the influence of both schools and communities on those outcomes. Our goal is to use research to inform educational policies and practices at federal, state, local, and programmatic levels.

**About NYU Metro Center:** NYU Metro Center is dedicated to the pursuit of academic excellence and educational justice for all students. We partner with local and state educational agencies to strengthen access, opportunity, and educational quality, particularly for young people from historically vulnerable groups. The Center accomplishes this mission through the implementation of high-quality research, strategic assistance to schools and districts, and direct services to students, teachers, parents, administrators, policy makers, and organizations committed to equity and educational improvement.

**How to Apply:**
Please send your resume and a cover letter detailing your interest in this position to Sara McAlister, sara.mcalister@nyu.edu. No phone calls, please. Resume review will begin immediately and be conducted on a rolling basis.

Applications from women, minorities, and individuals from underserved or underrepresented groups with a strong record of research are encouraged to apply. All qualified individuals will receive equal consideration without regard to economic status, race, ethnicity, color, religion, marital status, pregnancy, national origin or cultural background, political views, sex or sexual orientation, gender identification, age, disability, disabled veteran or Vietnam era veteran status.

Upon request, reasonable accommodation will be provided to individuals with protected disabilities to (a) complete the employment process and (b) perform essential job functions when this does not cause undue hardship.

NYU is an EOE/AA/Minorities/Females/Vet/Disabled/Sexual Orientation/Gender Identity Employer.