Justice Collaboratory at Yale Law School seeks
Research Manager

The Justice Collaboratory brings together scholars and researchers of diverse theoretical and methodological orientations from Yale University and elsewhere to work on issues related to institutional reform and policy innovation and advancement. The Collaboratory infuses theory, empirical research, and targeted clinical trials in order to achieve its goal of making the components of criminal justice operation simultaneously more effective, just, and democratic.

The Collaboratory seeks to hire a research manager for a discrete period of time (see below) who will be responsible for managing the day-to-day coordination and execution of a qualitative research study funded by the New York City Mayor’s Office of Criminal Justice. The project involves conducting interviews with 200+ individuals working in the New York City Criminal Justice System (including judges, defense attorneys, and police, probation, and corrections officers) and 200 residents of New York City. The research manager will be responsible for ensuring that interviews are scheduled and completed (by graduate students based in New York City and members of the Justice Collaboratory staff) and that data is transcribed and coded. Ultimately, this person will be responsible for developing a coding scheme for the interview data; training & supervising graduate students in coding interview data; and analyzing interview data (in collaboration with Justice Collaboratory team members).

This position reports to the Justice Collaboratory Research Director.

Time Commitment:
• The Research Manager may be full or part time
• Start date as soon as possible and lasting for one calendar year
• This is a contract-funded position — continuation past the specified time period will be dependent upon the Collaboratory securing additional funds

Key Job Responsibilities:
• Manage a New York City based qualitative research project
• Scheduling and management of interview, transcription, and coding process
• Supervise the work of research assistants in New York City
• Conduct one hour qualitative interviews in New York City
• Coordinate outreach and engagement with research participants
• Collaborate with team members to refine and implement coding strategy
• Train graduate student coders
• Supervise coding of research interviews
• Engage in qualitative data analysis with team members

Requirements:
• A master’s degree is required in social sciences or other relevant disciplines (Ph.D. in process preferred)
• A strong foundation in qualitative social science research
• Experience managing complex projects
• Familiarity with the New York City criminal justice system (direct work or research experience preferred)
• Experience in conducting, coding, and analyzing qualitative interview(s)/data
• Experience working in a research capacity at an academic institution
• An interest in the substantive work of the Justice Collaboratory
• Ability to work independently
• Demonstrated experience screening and managing graduate-level researchers
• Excellent written and oral communication skills
• Access to the internet
• Ability to travel to New Haven, CT on at least a monthly basis
• Experience using Dedoose software

Spanish language fluency is desirable. Salary is negotiable and commensurate with experience. The position is classified by Yale as a Research Scholar.

To Apply:
Please send a copy of your resume and a cover letter explaining your interest in the position to Rachel Johnston, Research Director, Justice Collaboratory, Yale Law School, 127 Wall Street, New Haven, CT 06511. rachel.johnston@yale.edu. No phone calls please.

Yale University considers applicants for employment without regard to, and does not discriminate on the basis of, an individual’s sex, race, color, religion, age, disability, status as a veteran, or national or ethnic origin; nor does Yale discriminate on the basis of sexual orientation or gender identity or expression. Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance.