The New Mexico Statistical Analysis Center is seeking a project assistant to help with various grant-funded criminal justice research projects, as well as criminal justice and education-related evaluation projects. Tasks include data management (e.g., downloading data, cleaning data, verifying accuracy of data, merging datasets), data analysis, completing or contributing to literature reviews, writing reports, and other miscellaneous duties. Must be a reliable and self-directed worker. Individuals who succeed in this position are typically interested in research, detail oriented, self-motivated, reliable, responsible, and eager to learn.

During the fall and spring semester, the individual may work between 10 and 20 hours per week (negotiable); hours may increase during the summer. The individual will be expected to work all hours agreed upon. The position includes health insurance and 6 credit-hour tuition waiver during fall and spring semesters.

Requirements for consideration:

- Graduate student in good academic standing, enrolled for minimum of six credit hours in post-baccalaureate program at UNM
- Background in basic statistics
- Experience with statistical software
- Must be available to work until at least September 2023; ideally, beyond
- Strong work ethic

Preferred qualifications:

- Experience with data management, including cleaning, preparing, and manipulating datasets
- Knowledge of propensity score matching
- Knowledge of cost effectiveness and/or cost benefit analyses
- Excellent writing skills
- Background in social science
- Data presentation skills
- Knowledge of SPSS

Application materials:

- Cover letter
- Resume/CV

Send application materials to Kristine Denman (kdenman@unm.edu) and Sheila English (english4@unm.edu) by September 15, 2022 for best consideration