**Qualitative and survey research analyst**

**Office of inclusive excellence**

**Colorado State University**

The Office of Inclusive Excellence at Colorado State University requests applications for a Qualitative and Survey Research Analyst.

The Office of Inclusive Excellence (OIE) fosters an environment that promotes and nurtures diversity, broadly defined, at Colorado State University. Our goal is to further develop an environment where all members of the university community are welcomed, valued, and affirmed. Through community collaboration, we provide leadership, accountability, and education to advance an inclusive university culture that prioritizes equity at individual, organizational, and structural levels.

**Position Summary**

Under the supervision of the Associate Vice President for Inclusive Excellence, the Qualitative and Survey Research Analyst will lead, manage, develop, and participate in evaluation and assessment research projects. In addition, the Analyst will be responsible for conducting and completing project-based assignments to sustain the needs and activities of OIE in its goal of supporting transformational inclusive excellence throughout the university. This is an  
on-campus/in-person position, with opportunities for hybrid scheduling.

**Salary**

$65,000 • $80,000 Salary is commensurate with experience and qualifications.

Responsibilities include:

* Leading and analyzing employee exit interviews.
* Developing, leading, and facilitating evaluation and assessment of OIE programs.
* Co-developing and supporting research agendas of OIE team members.
* Interacting with researchers on campus and across institutions.
* Providing research-based reports for OIE.
* Developing, implementing, and interpreting the Employee Climate Survey.
* Developing visualizations and power point slides from Employee Climate Survey reports.
* Developing assessment workshops that are informed by local evaluation efforts to educate the university community.
* Conducting research participant interviews and focus groups.

Required job qualifications:

* A PhD degree in a social science discipline or related field and have 2 years of professional research experience **or** hold a Master’s degree in a social science discipline or related field and have 5 years of professional research experience.
* Demonstrated knowledge, mastery, and experience with the use of qualitative social science research methods and software (e.g., NVivo, Dedoose, SNA Software).
* Demonstrated experience interpreting descriptive statistics and creating data visualizations based on descriptive quantitative analyses.
* Commitment to Inclusive Excellence as demonstrated by research and other professional activities.
* Demonstrated ability to generate research reports or publications as evidence of analytical, writing, and editing skills.

Preferred job qualifications:

* Experience designing online surveys with survey software (e.g., Qualtrics).
* Experience administrating online and paper surveys and reporting the results.
* Experience conducting and analyzing (accessing, organizing, and interpreting) data.
* Self-motivated and possess the ability to work in diverse settings with autonomy and decision-making authority.
* Knowledge of human subjects research regulatory practices and norms for ethical research.
* Experience in facilitating dialogue, collaboration, and partnerships with interdisciplinary groups.
* Experience supervising research projects and staff.

To see the entire position description, please click [here](https://jobs.colostate.edu/postings/105069)