Job Title	Data Manager/Statistician
PVN ID	JJ-1810-002792
Category	Research
Location	JOHN JAY COLLEGE OF CRIMINAL JUSTICE
Department	Psychology
Status	Full Time
Annual Salary	$60,000.00 - $65,000.00
Hour(s) a Week	35
Closing Date	Dec 25, 2018 (Or Until Filled)

General Description

The data manager/statistician will work with a large database from a federally funded prospective cohort design study of a large sample of children who have been followed up since childhood and into adulthood. This person will be responsible for managing the project data files that include information collected across four waves of interviews, criminal history searches, census data, child protective service agency records, and original archive searches. He/she will maintain documentation on interview measures and follow protocols for coding data, constructing databases, maintaining data security, and archiving data, if necessary. This person will also be expected to maintain confidentiality as required by the project.

The data manager/statistician will also be expected to create smaller data sets for students and faculty collaborators who will use specific subsets of the data. He/she will perform most activities independently, depending on the scope and complexity of the particular project and the qualifications of the incumbent. This person will also assist with grant and manuscript preparation and conference presentations and may receive authorship, depending on their contribution.

Other Duties

- Keeps accurate, well-organized records.
- Provides advice to team members on appropriate analyses.
- Cleans data from new data collections, computes scale scores and summary variables for other team members to use.
- Conducts analyses, prepares graphs and tables summarizing results.
- Conducts power analyses for basic and more complex structural models for grant proposals.
- For new waves of data collection, assists with the development of questionnaires and design of data collection procedures.
- Consults with other experts in the field as appropriate.
- Researches statistical issues, such as approaches to handling missing data, accounting for non-

independence of data with very small clusters, evaluating model fit, and new techniques (e.g., Hayes' PROCESS macros).

Qualifications

- A Ph.D. in an appropriate field of study, or specialty, from an accredited institution, OR
- A Master's degree in an appropriate field of study (e.g., quantitative methods, experimental psychology, psychometrics, statistics) from an accredited institution and at least two (2) years of research experience relevant to the scope and complexity of this position.
- Experience with SPSS, R, Stata, MPlus, Excel, Power and Precision.
- Experience with exploratory and confirmatory factor analysis; linear, logistic, Poisson, negative binomial, and ordinal regression; mediation and moderation analyses; structural equation and multi-level modeling; transformations to normalize data; attrition analyses; survival analysis; trajectory analysis; and propensity scores.
- Evidence of aptitute and willingness to learn new skills.