



CENTER
FOR THE FUTURE OF
ARIZONA

GRADUATE RESEARCH ASSISTANT OPPORTUNITY

Program Area: Research and Data Analyst

The [Center for the Future of Arizona](https://arizonafuture.org) (CFA) seeks an ASU Graduate Research Assistant (RA) for the 2021-2022 academic year (.50 FTE, 20 hours per week). A compensatory stipend, tuition remission, and health insurance benefits are offered in accordance with the department in which the RA is enrolled.

POSITION DESCRIPTION

The **Research and Data Analyst RA** will work with CFA leadership to identify, research, and analyze local and national policy issues as well as produce data analyses of areas of critical importance to the long-term success of Arizona. Priorities will vary based on CFA objectives but will generally center on local, regional, and state actions affecting education, workforce, civic health, health and well-being, environment and sustainable future, and equitable systems. This position is ideal for graduate students with a keen interest in producing research and data insights to bring critical issues to public attention and empower communities to solve problems. Strong skills in research and analysis, verbal and written communication, and project management are essential for this role.

Essential Duties:

- Research current topics affecting Arizona and the U.S., specifically around CFA priorities.
- Provide briefing materials and draft presentations for CFA leadership, CFA programs, and external partners.
- Transform data sets and quantitative and qualitative analysis into compelling visuals.
- Create and edit visual content including maps, charts, and graphs.
- Provide visual, technical, and editorial guidance.
- Contribute to CFA's published research briefs and reports.

Desired Qualifications:

- Excellent analytical skills and attention to detail
- Ability to work with large amounts of information and see the 'bigger picture'
- Comfortable with juggling facts, figures, and number crunching
- Experience developing professional communications; strong verbal and written communication skills
- Critical thinking: ability to look at numbers, trends, and data and come to new conclusions based on the findings
- General competency in computer platforms, Microsoft Office applications, and data or statistical analysis tools



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Research and Data Analyst RA

GENERAL EXPECTATIONS

- Must be enrolled (for a minimum of six hours) in a graduate degree program at ASU (preferably in a relevant field).
- Willing to work at the ASU downtown campus.
- Passionate about CFA's mission to build a stronger and brighter future for our state.
- Build trust with colleagues, demonstrate professionalism, and work well across teams; be dedicated, reliable, and able to manage projects independently.
- Critical thinking, problem solving, and strong writing skills are essential.
- Manage concurrent projects and meet deadlines while working in a team environment.

APPLICATION GUIDELINES

Priority deadline for application is **May 1**; applications will be considered until a suitable candidate is identified.

Please use the subject line "Research RA 2021," and email cover letter, resume/CV, and a recent example of your original research writing (data analysis and visuals highly encouraged) to:

RA.apps@arizonafuture.org

MISSION

The Center for the Future of Arizona brings Arizonans together to build a stronger and brighter future for our state.

CFA is a nonpartisan, nonprofit "do tank" that combines research with collaborative partnerships and initiatives that drive the state's economic prosperity, quality of life and civic health, and create a better future for all Arizonans.

EXPERIENCE YOU WILL GAIN

Improve Creative and Critical Thinking Skills:

Learn how to enhance thinking skills essential for deciphering complex policy at the national and local levels.

Explore Your Personal Leadership Style:

Learn, practice, and identify your leadership style through exposure to different styles and methods.

Gain Professional Experience:

Work alongside CFA staff, as well as local and state partners and agencies. Develop real world experiences in research and reporting.

Develop Professional Network:

Through internal and external connections develop your network to leverage support in the future.