



POVERTY SOLUTIONS

UNIVERSITY OF MICHIGAN

Data Collection and Analysis Research Assistant

Poverty Solutions at the University of Michigan

Gerald R. Ford School of Public Policy

Hours per week: 5-10 hours

Starting Rate: \$16 per hour as an undergraduate student, \$18 per hour as a master's student

OVERVIEW

Launched in October 2016, Poverty Solutions at the University of Michigan is an interdisciplinary initiative that is a leader in informing, identifying, and testing new strategies for the prevention and alleviation of poverty in Michigan, the nation and the world. While rooted in an understanding of the causes and consequences of poverty, the focus of Poverty Solutions is an action-based research agenda. The initiative partners with community and policy makers to inform and test strategies for the prevention and alleviation of poverty.

We pride ourselves on working in partnership with community in everything we do, co-creating our research agenda based on the concerns and needs of both residents and community leaders. We seek to confront and eliminate racism of all kinds through these research priorities and practical engagement. We view poverty as the result of many interlinked systems that fail to operate as they should for those with low incomes. Therefore, we work not in one area, but within and across a variety of systems, enabling us to intervene in a number of domains to make concrete improvements in the lives of people with low incomes.

RESPONSIBILITIES

Poverty Solutions is seeking a Spanish-speaking Research Assistant to assist with a variety of research projects, including the Guaranteed Income to Grow Ann Arbor (GIG A2) pilot program and Detroit Homeowners Insurance research project. Working closely with Poverty Solutions staff, faculty experts, and master's and undergraduate research assistants, the Research Assistant will be involved in activities such as:

- Contacting participants to complete surveys and administering survey incentive payments

- Conducting qualitative research interviews with participants and residents
- Assisting with cleaning, preparing, and analyzing interview and survey data
- Contributing to the drafting of research briefs
- Researching existing literature and data

Other responsibilities are flexible and can potentially be tailored to align with RA's interest & expertise.

REQUIRED QUALIFICATIONS:

- Fluent in Spanish, including speaking, reading, and writing
- Interest in cross-disciplinary approaches to poverty alleviation– applicants from all units across campus are encouraged to apply.
- Proficiency in Microsoft and Google Office Suite
- Punctual and accurate communicator, responsive to email, phone calls or other communications from manager
- Excellent organization with demonstrated attention to detail
- Excellent verbal and written communication skills, including spelling, grammar and punctuation
- Ability to work both as part of a team and individually while meeting deadlines: Candidate will report to multiple supervisors and must be able to successfully manage a workload with multiple priorities.
- Interest in being a part of a fast-paced initiative, with desire to be flexible and adapt to evolving priorities.
- Works with initiative and proactively looks for new opportunities
- Excellent interpersonal skills including the ability to work cooperatively and professionally with faculty and staff across the University of Michigan campus, with local and national partners, including members of the community, and to serve as a representative of the initiative.

PREFERRED QUALIFICATIONS:

- Ability to meet participants or residents at public locations, such as the Downtown Ann Arbor library
- Previous experience analyzing quantitative data and preparing data visualizations in Excel and/or Stata

Hours

5.0 to 10.0 hours per week

Compensation

Undergraduate rate is \$16.00 and Graduate rate is \$18.00

Time Frame

Beginning Winter 2025, potential to extend to Summer and Fall 2025 depending on Research Assistant availability

Contact Person

Leonymae Aumentado

Email Address

lfaument@umich.edu

Interested candidates can apply by completing the Research Assistant Application Form at this link: <https://airtable.com/shryU8uASfgsAZ2cW>

Please follow the instructions below when applying:

- Under “Application,” select “Data Collection and Analysis Research Assistant”
- Under “Notes,” please specify whether you meet the preferred qualifications

Applications are accepted on a rolling basis (including over Winter Break) until the position is filled.

If you have any questions, please reach out to Leonymae Aumentado at the above email address.