



2015-2016 Academic Year
1 Research Assistantship (Doctoral Students only)
Office of Research and Evaluation
Placement ID: School

Topic Area: School Safety

Overview: Through the Omnibus Appropriations Act of 2014, Congress directed NIJ to undertake a research-focused initiative to examine and test school safety models across the country. As part of its mandate, NIJ is to work with federal partners to avoid duplication of past efforts and to ensure that models of safety are comprehensive in nature.

Research assistant project task responsibilities include but are not limited to:

- Compiling, summarizing, revising/maintaining, or making use of complex, technical, or specialized literature (i.e., scientific peer reviewed journal articles, white papers, legal documents, legislative hearing documents, NGO & IGO reports, and gray publications).
- Extracting and compiling a range of data from written sources, from individuals (questionnaires and interviews), and from one or several given databases.
- Processing and summarizing data using scientific or statistical techniques.
- Assisting in data interpretation and analyses.
- Formatting, storing, and filing data to generate reports/papers.
- Assisting in developing research questions and designs for intramural studies.
- Assisting in preparing materials for review and approval by OJP's Institutional Review Board for intramural studies.
- Conceptualizing and drafting publications (such as government reports, peer-reviewed journal articles, NIJ publications, and trade magazine articles).
- Drafting and presenting presentations at conferences (where funding permits and the University approves request).
- Recording, compiling, and reporting information related to research program and activities.
- Assisting with coordination of research activities (e.g., assisting with the program's advisory task force and other federal science agencies and stakeholders).