



**2017-2018 Academic Year
Office of Research and Evaluation
Placement ID: VV**

Topic Area: Violent Victimization

Program Overview: This assistantship will provide support for NIJ scientific staff working on expanding NIJ's violence victimization (VV) research portfolio.

Research Assistant Duties and Responsibilities may include but are not limited to:

- Reviewing ongoing and final products stemming from grants awarded and suggest dissemination strategies for products and findings (e.g., publications, presentations, research briefs, grantee meetings).
- Updating and managing NIJ web topic pages on victimization topics.
- Providing support for ongoing intramural research and cross-agency activities. This may include:
 - Participation on technical research working groups and project planning meetings.
 - Reviewing products and making recommendations for dissemination activities (e.g., drafting articles for NIJ's journal and website, articles for academic peer-reviewed journals, talking points for NIJ leadership, or articles for program office dissemination outlets).
 - Conducting independent data analysis for a specific paper or presentation.
- Participating on interagency meetings and working groups.
- Assisting in program development activities that may include:
 - Conducting literature reviews and writing annotated bibliographies on topics such as assault, homicide, victim-offender overlap, victim services, and related topics.
 - Participating in research meetings and workshops.
 - Developing conference presentations and/or papers for publication.
 - Creating one-page overviews/research in brief materials.
- Providing support in maintaining a NIJ research agenda on VV that is not duplicative of other federal efforts.
- Synthesizing current federal efforts and identification of significant research gaps related to violent victimization and relevant sub-topics.

Candidate Eligibility Criteria

- Demonstrated knowledge of the U.S. criminal justice system **required**.
- Demonstrated knowledge of research and evaluation methods and analysis **required**.
- Demonstrated knowledge and experience in social or behavioral science related to victimization **preferred**.



General Required Qualifications

- **Education and/or Experience:** Doctoral students working toward a terminal degree (e.g., Ph.D., D.P.A., Dr.PH., D.H.Sc., D.S.W., Psy.D., Ed.D.).
- **Mathematical Skills:** Very good to advanced understanding of statistical principles and research methods (quantitative and qualitative).
- **Computer Skills:** Working knowledge of computers and standard software such as Adobe Professional, Excel, Internet Explorer, Outlook, Windows operating systems, Word, and PowerPoint required. Proficiency using R, SPSS, SAS, or Stata. Knowledge of Access, ATLAS.ti and other statistical or geospatial software a plus.
- **Reasoning Ability:** Ability to work independently, accurately, and in a timely manner.
- **Communication Skills:** Ability to communicate orally and in writing to prepare comprehensive research reports, proposals, and presentations and make recommendations to accomplish and enhance project objectives.
- **Certifications, Licenses, Registrations:** Human Subjects (HS) Protection training is required. NIJ research assistants must take annual HS training onsite at the Office of Justice Programs. RAs also must successfully complete [CITI training](#) prior to participating on any studies.
- **Background Check:** Candidates must complete all required U.S. Department of Justice profile and pre-screening paperwork with all security reviews and background investigations (such as credit and criminal investigations) resulting in a favorable adjudication.
- **Citizenship:** Candidates must be U.S. citizens.

Work Location: Primary work location will be at [NIJ's offices in Washington, D.C.](#) Minimal local travel in the [National Capital Region](#) may be needed to attend meetings and visit offsite research facilities.