EMPLOYMENT OPPORTUNITY:  
RESEARCH DIRECTOR

Type:  
Contract (Renewable for 3 years)

Salary:  
$5,325-$10,533 monthly

Title Code:  
Principal Administrative Analyst I

How to Apply:  
hr.mycareer.ucla.edu/applicants/Central?quickFind=77060

UCLA Requisition Number:  
30951

Summary Statement:

The UCLA Latino Policy & Politics Initiative (LPPI) seeks a dynamic research professional to serve as our Director of Research (DR). LPPI champions nonpartisan, evidence-based domestic policy solutions that improve the economic, political, and social landscape for Latinos and other communities of color in states and localities across the U.S. LPPI leverages UCLA’s cross-disciplinary strengths to create an enterprise-wide home for Latino social policy with expertise in over a dozen issue areas including civil rights, criminal justice, educational equity, health access, housing, and voting and civic participation. LPPI fosters innovative research, leverages policy-relevant expertise, drives civic engagement, and nurtures a leadership pipeline to propel viable policy reforms that expand opportunity for all Americans.

Under the direction of the Executive Director and Faculty Director(s), the Director of Research serves as part of the executive team overseeing the research programs and operation of the organization. The Director of Research is responsible for developing, managing and executing LPPI’s research portfolios. The Director of Research will act as the primary point of contact for LPPI’s research functions, overseeing the organization’s research agenda, including in-house research projects, extramural research projects, and faculty-driven research. She/he will develop and facilitate the design and structure of LPPI’s research portfolio with support from LPPI’s Faculty Director(s) and Executive Director. This includes establishing the research agenda, identifying related research projects, product development, disseminating activities, and cultivating relationship with scholarly, practitioner, and/or policy experts in order to promote LPPI’s research and programmatic functions. She/he will be responsible for recruiting, training, and supervising LPPI student fellows, including facilitating weekly research meetings and creating training curriculum to develop their research and policy skills. She/he will work with LPPI’s faculty affiliates to distill their peer-reviewed research into policy-friendly formats that are digestible for public consumption. A PhD in social science, experience writing peer-reviewed social science articles, mastery of quantitative data analysis and statistical analysis are required.

The Director of Research will play a critical role in the production of digital and print publications that connect academic content with decision-makers, namely elected and appointed officials, funders, the media, and other policy decision-makers. She/he will stay engaged with LPPI staff coordinating the publication process, including faculty and student researchers, and communications staff. The Director of Research will support LPPI’s communications strategy and execution as it relates to targeted messaging and press functions relating to the organization’s research activities and faculty research.

The Director of Research will work with the Executive Director on growth and development of the organization’s research program. She/he will connect with external partners and related researchers to identify research topics relating to LPPI’s mission; write grant proposals for funding from agencies and foundations; and pursue development opportunities for the centers including event sponsorship and other large scale research funding opportunities.

Metrics for success will include the consistent, widespread, and successful amplification of LPPI’s research; the successful identification of research partnership opportunities in addition to successful management of large extramural research grants; and the integration of LPPI’s research into evidence-based policymaking across the country.