Los Angeles Unified School District - Job Opportunity

Job Posting Title  Educational Research Analyst (5091) 10/2021
Reference code  JP21-306-NA
Minimum Salary  $ 32.70 Hourly
Maximum Salary  $ 40.74 Hourly
Application Open Date  10/25/2021
Application Close  11/16/2021

Information about LAUSD

New employees hired on or after October 1, 2021 must be fully Covid-19 vaccinated and must provide verification of their vaccination status as part of the hiring and onboarding process prior to an official offer of employment to any District site.

PLEASE thoroughly read this job posting to its entirety. We anticipate a strong response to this recruitment, please apply soon.

We are LAUSD. We are at the forefront of innovation in public schools, with the serious work of tailoring the learning environment to better serve our community. Here, you will have the opportunity to exercise your potential in the business of education.

Department or School Site

LAUSD’s Strategic Data and Evaluation Branch is seeking well-qualified candidates to fill Educational Research Analyst vacancies.

We anticipate up to four (4) full-time, A basis (12 months per year) Educational Research Analyst vacancies.

THE POSITION:
An Educational Research Analyst performs journey level research work regarding the measurement and evaluation of instructional programs.

THE IDEAL CANDIDATE FOR THIS POSITION WILL POSSESS:
* Commitment and passion in the field of research to significantly contribute to the advancement of schools, students, and the District.

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* Excitement and dedication in working with data and statistics to determine reliability, validity, and effects to provide conclusions.
* Professional experience conducting research and evaluation in educational settings.
* Professional experience working with qualitative and quantitative methods, trend data, cross-sectional data, conducting predictive analytics, and utilizing research data and data management techniques.
* Professional experience summarizing and presenting complex statistical information to technical and non-technical audiences both verbally and in writing.
* Strong analytical skills, detail orientation, and ethical research practices to work with statistics and the gathering of data to reach conclusions.
* Ability to prioritize multiple assignments, work in a team, and demonstrate the ability to work proactively and independently and meet deadlines.
* Ability to exhibit a professional, positive attitude and work ethic to handle confidential information with discretion and professionalism.
* Desire to contribute to the branch and District while maintaining interest and understanding of schools and classrooms.
* Strong communication skills to communicate clearly, precisely, and effectively both orally and in writing.

Benefits

BENEFITS:

Insurance: Paid premiums for your choice of several medical, dental, vision, and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: Two weeks of paid vacation to start. Three weeks after five years of year-round paid service.

Paid Holidays: 12 days; plus ill days.

Job Duties/Responsibilities

TYPICAL DUTIES FOR THIS POSITION:
* Plans and designs research projects and evaluation procedures and conducts studies related to the assessment of various District programs.
* Develops measurement and evaluation instruments and conducts validity studies of these instruments.
* Conducts surveys to assess District programs.
* Explains tests and evaluation instruments to school personnel and provides advice on their Selection and use.
* Analyzes and summarizes data and writes reports interpreting these data.
* Extracts and manipulates data from District or other data bases for analysis purposes.
* Develops research techniques.
Minimum Requirements

MINIMUM REQUIREMENTS:

EDUCATION: Graduation from a recognized college or university with graduate or undergraduate courses in data analysis, research methodology, and report writing.

EXPERIENCE: Two (2) years of technical/professional experience in educational, social science, or behavioral research.

A master’s degree in education, psychology, or sociology may be substituted for up to one (1) year of the required experience, or a doctorate in education, psychology, or sociology may be substituted for up to two (2) years of the required experience.

Special: A valid California driver license and the availability of private transportation, or the ability to utilize an alternative method of transportation.

Note: Each year of experience is equivalent to professional/paid full-time experience, defined as 40 hours per week. Any paid, part-time experience will be converted to its full-time equivalent.

IMPORTANT NOTE: In order to qualify you need to meet the educational requirement. As such, you MUST upload your official transcript (i.e. scan or take a picture of your degree) or unofficial transcripts to your candidate profile, under “attachments.” We screen applications based on the minimum requirements and need to verify the educational requirement is met.

* Although there are numerous accreditation bodies, each with its own standards to recognize education, the LAUSD accepts regional accrediting agencies recognized by the California Commission on Teacher Credentialing for degrees. To determine if your high school, college, or university is considered recognized by an accrediting agency the LAUSD accepts, please visit https://lausdjobs.org/instructional-assistants/ under “Which Colleges and Universities are Recognized?”

Note: Candidates who have completed college or university course work at an institution in a country other than the United States, must obtain a complete evaluation of foreign transcripts and degrees.

Please be sure to request a “Detailed” evaluation report. The original of this degree evaluation must be presented. For more information on Foreign Transcript Evaluation please visit

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Employment Selection Process

The selection process may tentatively consist of one or more of the following; a Training and Experience Evaluation (T&E), a Technical Project, and/or a Technical Interview. After applications are reviewed and determined to meet the minimum qualifications, qualified candidates will move on to the next phases of our selection process.

This is a competitive process as we anticipate a number of well qualified candidates for this recruitment. Please make sure that you describe in DETAIL your experience, education, and training that most closely relates to this position in the on-line application.

In your application you may include a professional resume, but it will NOT be in lieu of a detailed application. It is imperative that your application reflect your full experience, education, and training. Furthermore, if you have assisted in an interim or other temporary assignment or worked out-of-class for a significant and specified duration of time, include the contact information of your immediate supervisor during that assignment and be prepared to present verification from the official (local district superintendent, department administrator, or supervisor) validating your claim.

PLEASE NOTE: Qualified Candidates will be required to present an unexpired government identification, original social security card, original degree or official transcripts, at the time of the test. If you are unable to attend the scheduled test date, rescheduling is NOT guaranteed. Please be sure to include correspondence from @lausd.net as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder.

Please make sure to check your email on a regular basis as all notifications regarding this recruitment will be sent via email.

Application Process

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?

Please visit www.lausdjobs.org and scroll to the bottom of the page to email helpmeapply@lausd.net.

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

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Additional Posting Information

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three (3) ranks of the hiring list.

An eligibility list is typically active for a minimum of 12 months and/or has fewer than three (3) ranks. As such, please register for job alerts in the event that the list expires prior to the list’s expiration date.

The eligibility list/hiring list resulting from this employment assessment/testing process may be used to fill open positions in related job classifications.