

NYC OFFICE OF THE MAYOR
Mayor's Office of Criminal Justice | MOCJ

Position Title: Research Manager
Job ID Number: 28915
Location: New York, New York

ORGANIZATIONAL PROFILE:

The Mayor's Office of Criminal Justice (MOCJ) advises the Mayor of the City of New York on criminal justice policy. MOCJ develops and implements strategies to reduce crime and incarceration and to promote fairness and legitimacy. MOCJ works with law enforcement, city agencies, non-profits, foundations and others to implement data-driven strategies that address current crime conditions, prevent offending, and build the strong neighborhoods that ensure enduring safety. The office draws on various disciplines to develop reliable predictive analytics and ensure effective results.

JOB RESPONSIBILITIES:

MOCJ is seeking a Research Manager to provide research and operational support on a variety of internal and external evaluation projects, including projects focused on pretrial detention reforms. As our senior research expert on research design and evaluation, in collaboration with the Executive Director for Research Operations, the ideal candidate will be responsible for planning and monitoring quantitative analyses at MOCJ. This includes designing solicitations for and monitoring of externally (MOCJ) funded quantitative and qualitative research and evaluation, designing and leading internal analyses of large datasets from public safety and other public-serving institutions, and collaborating with other MOCJ researchers on in-house evaluations. The Research Manager responsibilities include, but are not limited to:

- Identify and integrate critical data elements across multiple systems to facilitate hypothesis generation and testing using big data;
- Provide internal research and operational support in the design and implementation of evaluation projects;
- Work with external partners to design and implement rigorous evaluations, including cost-benefit analyses, of innovative and scaled policies and programs;
- Conduct systematic reviews of program and policy operations;
- Ability to conduct regular reporting for tracking of law enforcement and crime trends, and criminal justice initiatives;
- Serve as a senior in-house expert providing advice to research and technology staff on statistical analysis and quantitative and/or qualitative research design and methods related to arrest procedures, bail, and pre-trial detention;
- Design data-driven presentations and create documents to translate proposals, forecasts and findings to a policy audience;
- Collaborate on data dashboard development for ongoing criminal justice system analysis and performance measurement.

PREFERRED SKILLS/QUALIFICATIONS:

The successful candidate must have a broad range of skills, but above all, they must be curious, flexible thinkers who love learning new things and tackling challenges on a daily basis. In addition, the preferred candidate should possess the following:

- Master's degree in a quantitative social science or relevant discipline required; PhD preferred.

- Four years of experience (or two years with MOCJ or the Mayor’s Office) with relevant research methodologies and a demonstrated interest in criminal justice.
- Proven ability in quantitative and qualitative evaluation methods, including RCT and quasi-experiments, with a strong preference for experience with sample weighting, including propensity score matching;
- Experience with research subject recruitment and retention, and Institutional Research Board review;
- Experience with data collection design, data integration and data management;
- Familiarity with analysis of observational data including difference in differences and instrumental variable techniques;
- Familiarity with time series, spatial analysis and cost-benefit analysis.
- Experience developing or responding to research solicitations (grants, contracts, research fellowships)
- Ability to balance competing priorities, complex situations and tight deadlines; ability to think outside of the box and develop novel strategies for analysis; ability to work independently in a fast-paced environment; ability work comfortably with a wide variety of people at different levels within the organization.
- Excellent written and verbal communication skills, with the ability to present data and research.

SALARY:

Commensurate with experience.

TO APPLY:

Submit a cover letter, resume, and three (3) references to [Candidate Application](#)

**New York City Residency Is Required Within 90 Days of Appointment.
The City of New York and the Office of the Mayor are Equal Opportunity Employers.**

For current job opportunities in the NYC Mayor’s Office visit: [Office of the Mayor Jobs](#)

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job on this site as a result of your disability. You can request reasonable accommodations by contacting Human Resources at HR@cityhall.nyc.gov.