

PUBLIC FELLOWS PROGRAM



Job Title:	Policy Analyst
Organization:	Association of American Universities
Department/Office:	AAU Policy
Location:	Washington, D.C.
Salary:	\$70,000 with generous benefits
Start Date:	9/1/2011

ORGANIZATION DESCRIPTION

The Association of American Universities (AAU) is an organization of 61 U.S. and 2 Canadian research universities distinguished by their strong programs of research and graduate and undergraduate education. Founded in 1900 by 14 universities that offered the Ph.D., the Association today works to promote the development and implementation of national policies supporting research and scholarship, graduate and undergraduate education and to provide forum for discussion and development of institutional policies that advance the missions of the member universities.

The AAU member universities are represented in the Association by their presidents and chancellors, who meet twice a year in Washington, D.C. The Association also convenes the chief academic officers, senior research officer, graduate deans, arts and sciences deans, institutional research officers, government relations officers, and public affairs officers. The AAU Washington Office staff of 22 works with these constituencies and allied groups to carry out Association programs and projects.

POSITION DESCRIPTION

The policy analyst will conduct research and policy analysis in support of AAU's activities. Under the supervision of the Vice President for Policy and working with other AAU policy staff, the policy analyst will collect and evaluate data, prepare papers and other written communications, and design and conduct policy studies on a range of topics of importance to research universities.

In addition to providing support for and collaborating with other AAU policy staff in carrying out the Association's programmatic objectives, the policy analyst will serve as the primary staff person conducting a major research project in one or more areas of primary interest to AAU. Among those areas and aspects of them are the following:

- undergraduate education: a comparative assessment of AAU universities to higher education nationally in basic descriptive measures such as time-to-degree and completion rates, the evolution of curricula and enrollment patterns over time, and the incorporation of research into undergraduate education,

- graduate education: a basic description of Ph.D. programs at AAU universities in terms of time-to-degree and completion rates, enrollment patterns by discipline and student diversity, the growth of interdisciplinary programs, and the mix of Ph.D. and Master's programs and the emergence of new professional Master's programs,
- international collaborations: an examination of the opportunities and obstacles to increasing collaboration between U.S. and foreign universities; the legal and regulatory challenges to establishing branch campuses overseas; the internationalization of education, research and scholarship; and the organization and funding of mutually beneficial institutional collaborations in research and graduate education.

QUALIFICATIONS

- Ph.D. in relevant fields such as disciplines of the humanities and humanistic social sciences.
- Excellent research and analytical skills.
- Strong written and oral communication skills.
- Flexibility, initiative and good problem-solving abilities.
- Ability to work independently and as a member of a team.
- Strong quantitative skills; ability to use statistical software packages desirable.
- Interest in understanding, enhancing the capacity of research universities to serve society through strong programs of education and research.

APPLICATIONS

- Information on the ACLS Public Fellows program: www.acls.org/programs/publicfellows
- Have to be submitted through the ACLS Online Fellowship Application system (ofa.acls.org).
- Application deadline: **May 16, 2011, 3pm (EDT)**

This position is *only* available through the ACLS Public Fellows program.
You may *not* contact the hosting agency to inquire about this position.