

Mellon/ACLS  
PUBLIC FELLOWS PROGRAM 

<b>Job Title:</b>	Research Associate
<b>Organization:</b>	American Civil Liberties Union
<b>Location:</b>	New York, NY
<b>Start Date:</b>	September 1, 2020

## ORGANIZATION DESCRIPTION

For 100 years, The American Civil Liberties Union (ACLU) has served as the guardian of American liberty. Through its national headquarters and affiliates in all 50 states, Puerto Rico, and Washington, DC, the ACLU works daily in courts, legislatures, and communities to defend and preserve the individual rights and liberties that the Constitution and laws of the United States guarantee everyone in this country. It is evolving from an organization of lawyers and advocates into a larger coalition of people fighting together for what's right and seeks to be the place where people, no matter their political affiliation, can come to take action. The organization's current priorities include voting rights, free speech and privacy, immigrants' rights, reproductive rights, criminal justice reform, and LGBT rights. In addition to these identified priorities, the ACLU continues to protect rights and liberties related to racial justice, national security, disability rights, women's rights, and religious freedom. Learn more at <https://www.aclu.org/>.

## POSITION DESCRIPTION

As part of the Policy Research Team, the Research Associate will collaborate with colleagues across the organization in the development, execution, and dissemination of policy research. The Policy Research Team sits within the Communications Department, providing guidance and oversight for ACLU's publicly-released research. The Associate will work on several projects in various stages of development and execution, including a long-term study on public defense reforms with the ACLU's Criminal Law Reform Project, the Justice Division of National Political Advocacy Department, the Racial Justice Legal Project, the Analytics Department, and several state affiliates. The Research Associate will collaborate with Communications staff on audience identification, key messages, and dissemination strategies. In addition, the Research Associate will work with the Team to assess the impact of our policy research and communicate the findings to internal stakeholders by tracking web, social media, and traditional media metrics and cultivating feedback on evidence of impact of our research from key national and affiliate staff, i.e., instances where research was effectively used in a successful policy campaign.

The Research Associate will develop expertise in a specific field of research within ACLU's issue areas, and will author a related research brief that supports advocacy and/or public education goals identified by colleagues in the Legal and/or Political Advocacy Departments.

In the second year of the fellowship, the Research Associate will lead their own research project. By the end of the first year, the Associate will have identified a research project based upon the needs of the organization and their own interest and expertise. Using the existing policy research framework, the Associate will lead this project from inception through to completion with the support of the Research Director. This will include identifying and coordinating cross-organizational stakeholders, developing the research design, overseeing data collection and analysis, producing a public report, and collaborating on dissemination strategy.

## Key duties and responsibilities:

- Conduct reviews of research literature in support of study development and write up.
- Participate in the development and execution of research projects, such as study design, data collection and analyses, reporting writing and editing, and project management. Identify and lead an original research project from conception to final reporting and dissemination.
- Author a research brief assessing existing empirical research on a topic in one of ACLU's issue areas.
- Collect and disseminate quantitative and qualitative metrics for assessing impact and reach of ACLU's policy research publications.
- Develop and/or cultivate an expertise in a specific area/field of research, within ACLU's key issue areas.
- Provide technical assistance to national staff and affiliates on research methods and report writing, and by using research skills to support advocacy and communications rapid response work.

## QUALIFICATIONS

### *Required*

- PhD in the humanities or humanistic social sciences;
- Training and experience with qualitative and quantitative research methods as well as the inclination to learn and apply new methods;
- Strong verbal and written communication skills, ability to communicate research concepts to a wide range of audiences;
- Ability to work collaboratively within and across departments and issue areas; and
- Commitment to the mission of the ACLU and to working in an office that values all individuals and respects differences regarding race, ethnicity, age, gender identity and expression, sexual orientation, religion, ability, socioeconomic circumstance, and record of arrest or conviction.

### *Preferred*

- Subject matter expertise in one of ACLU's key priority issue areas;
- Passion for using research to further social justice;
- Strong organizational and project management skills; and
- Proficiency in Microsoft Office, comfort with technology, and willingness to learn new tools.

## STIPEND AND BENEFITS

Each 2020 Mellon/ACLS Public Fellow receives an annual stipend of \$70,000, as well as access to employer-based health insurance through the host organization. In addition, ACLS provides funds for relocation and professional development. Fellows receive professional mentoring and participate in career development programming, both in-person and virtually.

## APPLICATIONS

- All applications must be submitted through the ACLS online application system ([ofa.acls.org](http://ofa.acls.org))
- Application deadline: March 18, 2020, 9 p.m. Eastern Daylight Time

Visit <http://www.acls.org/programs/publicfellowscomp> to learn more about the Mellon/ACLS Public Fellows program. This position is *only* available through this program; please do *not* contact the host organization directly.