ACLS Leading Edge Fellowship

Position Title:	Research Analyst
Organization:	United Neighborhood Houses
Location:	Hybrid (currently 3 days/week) in office, New York, NY
Stipend:	$70,000 in the first year, $72,000 in the second year
Benefits:	Access to employer health insurance, professional development funds, and relocation funds
Start Date:	September 2024

ORGANIZATION DESCRIPTION

United Neighborhood Houses of New York (UNH) is a policy and social change organization with a mission to promote and strengthen the settlement house movement's neighborhood-based, multi-service approach to improving the lives of low- and moderate-income New Yorkers and the communities in which they live. Settlement houses are community-based organizations that provide multi-generational, multi-ethnic services designed to support individuals, families, and communities through programs that build bonds within and between communities and create networks for advocacy and social change. UNH represents New York neighborhood settlement houses across New York State that together reach over 770,000 New Yorkers from all walks of life.

UNH was founded in 1919 by settlement house leaders who recognized the strength in the collective voice of settlement houses to drive important social reforms. More than 100 years later, UNH's mandate and mission remain the same. UNH achieves its mission by: 1) advocating for policies, funding, and practices, addressing a broad range of issues, such as neighborhood affordability, healthy aging, early childhood education, adult literacy, and youth development, that help create stronger, more vibrant neighborhoods that are resilient and thriving for people of all ages and backgrounds; 2) offering customized professional development and peer learning opportunities that connect our network's more than 20,000 staff to each other for support, information sharing, and to build skills, as well as to develop connections among organizations with shared goals; 3) helping settlement houses respond to and proactively address their communities' changing needs and opportunities by incubating and promoting innovative and best practices; and 4) mobilizing UNH members in civic and community engagement. By supporting New York settlement houses, UNH is helping to improve New York neighborhoods and the lives of the people living and working in them.

POSITION DESCRIPTION

UNH seeks a Research Analyst to advance its work in demonstrating that the settlement house model is key to strengthening New York neighborhoods, particularly as New York City and State continue to grapple with the racial and socio-economic disparities laid bare by the COVID-19 pandemic, and navigate the arrival of more than 110,000 asylum seekers since the spring of 2022.

The Research Analyst will report to Irene Lew, Senior Research Analyst. In collaboration with the Senior Research Analyst, the Analyst would conduct research and data analysis that highlights the importance of the settlement house model, especially its workforce of more than 20,000 people, many of them women and people of color from the low-and moderate-income communities they serve. The Analyst would help quantify the impact of the UNH network in meeting urgent community needs such as food insecurity, access to benefits and other safety-net supports, serving migrant families, community safety, and

alleviating racial and economic disparities. The Analyst will play a key role in qualitative and quantitative data collection and analysis, which will inform policy recommendations and help advance UNH advocacy priorities throughout the State and City budget-making and legislative cycles, as well as inform professional development and peer learning offerings. This data will deepen UNH's knowledge and understanding of issues and trends impacting the communities where UNH settlement house members are located and inform ongoing organizational and policy work. The fellowship tenure is 24 consecutive months, with an expected time commitment of approximately 37 hours per week.

Responsibilities and tasks:

- Work with Senior Research Analyst on designing and analyzing the results of member surveys.
- Track and compile new research and available data about relevant issues related to UNH and settlement house work.
- Analyze publicly available data from government sources.
- Participate in a variety of peer groups of settlement house staff to learn about the key challenges facing UNH members and the human services sector more broadly.
- Conduct one-on-one interviews with executive leadership and other staff at settlement houses, when applicable to the issue.
- Work with Senior Research Analyst, members of the Policy and Advocacy team, the Executive Director, and the Deputy Executive Director to craft evidence-based policy reports, briefs, memos, and other external-facing documents that will help advance UNH advocacy goals.
- Provide data points for testimonies at public hearings.
- Work with the Senior Research Analyst and the Member Services team on data collection and analysis related to better understanding how UNH can support other members' needs.

Qualifications:

- PhD in any field of the humanities or interpretive social sciences. Read more about eligible fields [here](#).
- Strong writing and communication for a variety of audiences.
- Ability to summarize and present complex material, including survey responses, findings from peer-reviewed journal articles and other research, in a digestible format.
- Strong time-management skills to balance multiple projects.
- A commitment to racial and social justice, with an understanding of the needs of communities served by settlement houses.

APPLICATIONS

- Information on the Leading Edge Fellowship Program: https://www.acls.org/Competitions-and-Deadlines/Leading-Edge-Fellowships
- All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org).
- Application deadline: 9:00 PM EDT, March 13, 2024.