

**DEPARTMENT OF CHILDREN AND FAMILIES  
JOB OPPORTUNITY  
RESEARCH ANALYST (FULL TIME 40-HR)**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Candidates on examination list by time of appointment or Lateral Transfers  
**Location:** Central Office (Office for Research & Evaluation) - Hartford, CT  
**Hours:** Full-time (40 Hours)  
**Salary:** \$ 2,351.46 - \$ 3,043.07 Bi-Weekly  
**Closing Date:** October 31, 2014

The Department of Children and Families (DCF) is seeking two self-directed and autonomous Research Analysts with considerable interpersonal skills and ability to work collaboratively as team members to join the Office for Research and Evaluation (ORE). Successful candidates will participate in activities that further the contribution of ORE to shaping, supporting and conducting research, evaluation and analytic inquiry (e.g., conducting data analyses, research and evaluation) and identifying and nurturing analytic partnerships. Research Analysts will perform such work as data management, analytics, reporting, and dissemination on various child welfare topics and provide guidance and evaluation on Department's research and evaluation projects. Responsibilities include but are not limited to the following:

- Assist/initiate the planning, design, prioritization and execution of research and/or evaluation projects; and the development of appropriate methods, instruments and processes for collecting necessary data
- Analyze, evaluate and interpret data, including identification of patterns and factors associated with outcomes in child welfare and forecast population such as the number of children and families involved with the child welfare agency and other related outcomes
- Advanced written skills, including technical report writing, documenting research activities, completing literature review, preparing IRB materials and reports in various formats (i.e., both written and graphical presentations) that communicate effectively to diverse audiences across the child welfare agency
- Advanced verbal communication skills including translating complex data and technical information into understandable and clear information; and providing training on data analysis across adult learning styles
- Obtain data (e.g., from other state agencies) on child welfare related topics and analyze and evaluate the data using appropriate statistical techniques (e.g., linear regression, logistic regression and factor analyses)
- Excellent data management skills such as linking and manipulating large data-sets and overseeing data security and confidentiality procedures
- Require in-state travel to attend meetings, provide trainings, collect and analyze data and participate in research and evaluation activities

**General Experience and Qualification:** Six (6) years of professional experience in research, data analysis or economics with significant involvement in research and statistical analysis. Master's degree preferred in such discipline as biostatistics, epidemiology, public health, psychology, sociology, statistics or a closely related field with significant coursework in research methodology and statistics.

**Note:** Qualifying knowledge and experience shall include considerable knowledge of methods of research design, statistical analysis and database management; knowledge of data processing, computer programming for statistical analysis; knowledge of methods used by child welfare, behavioral health and/or juvenile justice in CT and other states; proficient in at least one statistical research software (PASW Statistics formerly SPSS, SAS, or similar)

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

**Application Instructions:** Interested applicants must submit a CT-HR-12 (State Application), resume, letter of intent and three (3) letters of professional references from current and/or previous supervisors to Lena Romanelli at the address OR fax # indicated below and reference position # LR108405RA. State employees must submit two most recent performance appraisals in lieu of references to:

**DEPARTMENT OF CHILDREN AND FAMILIES  
505 HUDSON STREET  
HUMAN RESOURCES, 8<sup>TH</sup> FLOOR  
HARTFORD, CT 06106  
FAX: 860-550-6433**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.