

## Position Vacancy Announcement

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### Part-Time Quantitative Research Fellowship (Winter 2023 – Spring 2024)

The Council for Court Excellence (CCE) is a nonprofit, nonpartisan civic organization that works to enhance the justice system in the District of Columbia to serve the public equitably. CCE identifies and proposes solutions by collaborating with diverse stakeholders to conduct research, advance policy, educate the public, and increase civic engagement. CCE does work related to the adult criminal legal system, the youth justice system, as well as the civil courts.

The Council for Court Excellence seeks data fellowship candidates who share our mission and who can support **quantitative research and data evaluation** for projects in our criminal justice portfolio (with the possibility of supporting occasional or smaller data inquiries for our civil or youth justice projects). The fellowship will offer hands-on experience to exceptional graduate students planning a career in data science or data analytics, with opportunities to:

- Strengthen their understanding of D.C.'s complex justice system;
- Analyze government data related to various aspects of D.C.'s juvenile and criminal legal continuum;
- Produce narrative stories based on raw quantitative data analysis;
- Create visualizations and draft summaries of data findings that could be used in CCE publications (e.g. [D.C. Justice Systems Overview 2020](#)); and
- Support community education and justice reform advocacy efforts;
- Work with a dedicated staff and volunteer board of lawyers, business leaders, judges, and civic leaders in an environment that is collaborative and intellectually rigorous.

### Eligibility and Qualifications

Current MPP/MS/MA or PhD candidates, or recent program graduates in data science or analytics with an interest in the adult criminal and youth legal systems are eligible. The ideal candidate is experienced in social science research and data analysis, has direct experience with or knowledge of adult criminal and youth justice issues, and can effectively and persuasively explain their skill sets to CCE staff members who have limited backgrounds in quantitative research. Additionally, the candidate should have experience with translating complex data sets into narrative prose that tells the story of the people behind the data.

### Responsibilities

- Developing requests for information and data from governmental sources;
- Preparing quantitative data gathered via government agencies for analysis;
- Scraping and cleaning datasets provided;
- Conducting data analyses using standard statistical techniques (summary statistics,

- regression modeling, hazard modeling, etc.);
- Creating visualizations using various governmental datasets related to court caseloads, adult and youth arrests and prosecutions, the District's current and formerly incarcerated populations, reentry, and other issues;
  - Summarizing findings to CCE staff and identifying priority visualizations from that data for publication; and
  - Writing prose descriptions of their analyses.

### **Duration and Compensation**

The fellow will be expected to work approximately 15 hours per week beginning in the winter of 2023 and through the spring of 2024. The start date is flexible, with a target for early December. The fellowship will end in May 2024. The fellow will be considered an independent contractor and will receive a \$12,000 stipend to be paid in three installments over the course of the fellowship.

### **Application Procedure and Deadline**

Please [CLICK HERE](#) to apply using SmartRecruiters. If you decide to apply, please click on "I'm Interested" on the posting. On the next page you will be asked to upload your resume and share your contact information. Please use the field "Message to Hiring Manager" to insert a brief cover letter explaining why you are interested in this fellowship position and why you are qualified for the role. **Both a resume and a message to the Hiring Manager are MANDATORY for your application to be considered.**

If you are selected for an interview, you will then be asked to provide a writing sample that reflects your own quantitative data analysis (the sample may be on any topic, but should be no more than 3 pages – an excerpt is fine), but you do not need to submit that at this initial application stage.

**Applications are being reviewed on a rolling basis. The position will remain open until filled. We will only communicate with candidates being selected for an interview.**

CCE is an equal opportunity/affirmative action employer. All qualified applicants will be considered without unlawful discrimination based on race, color, creed, national origin, sex, gender identity or expression, age, disability, marital status, sexual orientation, military status, prior record of arrest or conviction, citizenship status, or current employment status. CCE depends on a diverse team and diverse perspectives to carry out its mission. People with lived experience with the justice system (civil, juvenile, or criminal) are encouraged to apply.