



Job Posting

Position Title: Research Analyst

Reports To: Executive Director of Research

Location:

Tennessee Department of Education
710 James Robertson Parkway
Nashville, TN 37243

Position Description:

The Research Analyst will report to the Director of Research and serve as the primary analyst for at least one strategic plan focus area within the department. Key department initiatives that the Research Analyst might work on include literacy and early foundations, bridging high school and postsecondary, educator support, and achievement gap closure. The Research Analyst will join the research and strategy unit in the Division of Data and Research and will work closely and collaboratively with other members of the team. The analyst will create a portfolio of research that contributes to a broader DOE stance on how to improve state outcomes within the priority area. Given the national importance of Tennessee's education reform and the high priority placed on data and analysis within the Department, it is expected that this work will influence actions at the district, state, and national level.

Specific Position Responsibilities:

- Conduct analysis of student achievement, teacher and leader, and school and district data to assist department leadership in determining policy directions, ideally using mixed methods approaches
- Create case studies that summarize practices across the state by selecting exemplars and possible comparison groups, interviewing key stakeholders, and synthesizing findings
- Ensure that data and analyses are presented internally and externally in an easily consumable and actionable format
- Prepare a variety of narratives, reports and policy recommendations



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- Manage research partnerships with external researchers by developing research proposals, driving research directions, and providing data support
- Maintain a knowledge base of the various data sources available within the department and specific supported divisions necessary to answer broad research questions on the core functions
- Serve as a resource to internal teams on all related policy and research activities

Qualifications:

The ideal candidate will have:

- Master's degree or Ph.D., ideally in Policy, Education, or, Measurement and Statistics (or, alternatively, significant education journalism experience)
- Ability to perform a variety of activities involved in the research, collection, organization, analysis, processing, interpretation and reporting of academic and operational data
- Exemplary writing skills
- Knowledge of statistical software including Excel and STATA and data collection information systems
- Experience carrying out interviews and writing up case study-based analysis
- Knowledge of current trends and issues in U.S. education policy
- Strong strategic thinking and creative problem solving skills
- Ability to present data clearly and in an accessible manner to variety of audiences
- Articulate, professional demeanor with strong self-confidence and initiative; strong project management skills; and enthusiasm for collaboration and teamwork

Successful candidates will exhibit the following:

- Excellence
- Optimism
- Sound Judgment
- Courage
- Teamwork



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Salary and Benefits:

Salary is competitive and commensurate with qualifications. In addition, a [comprehensive benefits package](#) is included.

To Apply:

Please e-mail the following to Laura Booker (laura.booker@tn.gov):

- A cover letter describing your interest in this position
- A writing sample
- A resume or CV

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