ANNOUNCEMENT OF VACANCY

Budget Title: Sr. Research Support Specialist  
Posting No: R13-02

Descriptive Title: Sr. Research Support Specialist  
Grade: E.79

Department: Center for Human Services Research  
Reports to: Director

Salary Range: Low to mid $40’s  
FLSA Status: Exempt

Employment is with The Research Foundation for The State University of New York, a private, nonprofit, educational corporation that administers sponsored program activity for the University at Albany.

Description of Duties: The Center for Human Services Research is seeking a Senior Research Support Specialist to work as part of a team that conducts studies related to domestic violence and state workforce issues.

Minimum Qualifications:

1. Master’s degree in Public Administration, Sociology, or related field from a college or university accredited by a USDOE recognized organization.
2. Experience conducting research on domestic violence and state workforce issues
3. Experience designing and conducting on-line surveys
4. Knowledge of the NYS child welfare system
5. Strong skills with Excel software
6. Experience in conducting focus groups
7. Excellent communication skills
8. Demonstrated ability to work with a culturally diverse population

Preferred Qualifications:

Experience conducting case record reviews

Persons interested in the above position should submit a resume along with a cover letter by e-mail to dcarner@albany.edu or mailed to the address below. Please specify Job Number#13-02 in your cover letter.

Name: Denise Carner  
Title: Project Staff Associate  
Address: 135 Western Avenue, Richardson Hall 184, Albany, NY 12222

Closing date for receipt of applications: 2/8/13
Federal law and regulations require notice to all prospective employees regarding crimes that have occurred on campus in the current three year period. Please refer to the following website for the complete Annual Security Report ("Clergy Report"): [http://police.albany.edu/asr.htm](http://police.albany.edu/asr.htm)

The Research Foundation for The State University of New York, an EEO/AA/IRCA/ADA employer, offers exceptional benefits such as healthcare, dental, vision, pension plans, competitive pay, generous paid time off, tuition assistance, life insurance and long-term disability insurance. The University at Albany offers a variety of performing arts, world class libraries, and competitive sporting events.