Staff Support – TEAM ADVANCE Research and Program Support

**Working Title**  Graduate Student Research Assistant

**Category**  
Targeting Equity in Access to Mentoring (TEAM) ADVANCE and the Center for Faculty Excellence seek an enthusiastic graduate research assistant (GRA) to support the analysis of qualitative survey data and the evaluation of the impact of the project. This is a part-time, hourly position beginning early Spring 2022 and continuing through Summer 2022.

Duties will include but are not limited to:

- Clean, organize, and code qualitative data as required;
- Conduct qualitative analysis of open-ended survey responses;
- Assist the team in reporting and dissemination of findings via written reports, and presentations;
- Provide program and administrative support, which may include document preparation, event support, and other duties as assigned.

The GRA will work closely with the Research Project Manager for program support, and the co-Principal Investigators overseeing data analysis for TEAM ADVANCE.

Working with TEAM ADVANCE proved to be a rewarding experience for previous graduate assistants. Past assistants participated in weekly project team meetings, attended our faculty mentoring workshops, supported data analysis and visualization, and contributed to our bank of
GRAs become vital members of our project team while learning more about the University structure, faculty career development, and collaborating with a diverse, multidisciplinary project team.

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<tr>
<th>Required Coursework</th>
<th>Relevant coursework in qualitative or mixed-methodology</th>
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<tr>
<td>Preferred Coursework</td>
<td>Advanced coursework in social and/or behavioral science; education; qualitative and mixed methodology</td>
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| Essential Skills/Qualifications | Bachelor’s degree, currently enrolled in a UNC-CH graduate program.  
| | Proficiency in qualitative or mixed-method research methodologies  
| | Experience using qualitative software (e.g., Nvivo)  
| | Dependable, focused, diligent, and self-motivated  
| | Ability to work independently, both on site and remotely (if needed)  
| | Demonstrated strong organizational and time management skills |
| Preferred Qualifications | Experience in qualitative survey data analysis  
| | Relevant publications or conference papers  
| | Degree in Social Science discipline; Education; Methodology  
| | Excellent academic writing skills  
| | Proficiency in data presentation and visualization |
To Apply

Applicants can submit required materials to Ms. Joanna Foland, jfoland@email.unc.edu, through January 28, 2022.

Please provide the following:

- Curriculum Vitae
- Cover Letter
- The names and contact information of two references, at least one of them at UNC-CH

Your cover letter should speak to your skills and experience with qualitative research, including methods and reporting.

Please direct questions to Ms. Joanna Foland, Research Project Manager, jfoland@email.unc.edu

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<th>Available Openings</th>
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<tr>
<td>Hours</td>
<td>10-15 hours per week (negotiable), for Spring 2022 (negotiable)</td>
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<td>Hourly Rate</td>
<td>Hourly rates will be based on experience and skill sets. Hourly rates will be $15 to $20 hour (negotiable), commensurate with experience and qualifications.</td>
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<td>Time Frame</td>
<td>Spring 2022, with potential to continue through Summer 2022, pending availability of grant funds (negotiable)</td>
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