**Apply Now: Research Analyst @ Data Driven Detroit!**

**What:** Data Driven Detroit (D3) is seeking a skilled and enthusiastic Research Analyst to join our team! This is a full-time, salaried position, working 40 hours per week with a salary range of $42,000 - $53,000 depending on qualifications. We offer a number of benefits, including flexible paid time off; access to group health, dental, and vision insurance; a 401(k) profit-sharing plan; paid sabbatical and parental leave; and a commitment to work-life balance.

At D3, we’re dedicated to providing an environment of mutual respect where equal employment opportunities are available to all applicants and teammates without regard to race, color, religion, sex, pregnancy (including childbirth, lactation and related medical conditions), national origin, age, physical and mental disability, marital status, sexual orientation, gender identity, gender expression, genetic information (including characteristics and testing), military and veteran status, and any other characteristic protected by law. We believe that diversity and inclusion among our teammates are critical to our success, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool. D3 does not conduct criminal background checks on prospective team members.

We expect this position to start no later than April 1, 2021. Detroit residents and Black, Indigenous, or People of Color candidates are strongly encouraged to apply.

Note that due to COVID-19 all D3 team members are working remotely until further notice.

**Why:** At D3, we work every day to improve access to information for everyone in Metro Detroit. Our efforts are led by our project team, who work together to answer our partners’ questions using products ranging from maps to tables and infographics to interactive web tools. The Research Analyst will join this team, helping to strengthen our ability to do qualitative research and communicate about data and our work with partners across Detroit.

If you’re selected for this job, you’ll join a fast-paced work environment where suggestions and critical thinking are welcomed. Your typical days will consist of designing and conducting qualitative and quantitative research on a wide range of subjects; working with our stakeholders to gather feedback on our tools and resources; and supporting D3’s outreach and engagement programs.

**Where:** Founded in 2009, D3 is a low-profit social enterprise pursuing our mission of providing accessible, high-quality analysis to drive informed decision-making.

**We value** unbiased access to unbiased data.

**We exist** to provide equitable access to information and help our community make better decisions.

**We serve** anyone seeking information to make more-informed decisions, including nonprofit organizations, foundations, universities, governments, businesses, and individuals.

**We believe** that behind every data point is a living, breathing person.

**Who:**

Qualifications:

* 2+ years of relevant professional experience, or bachelor’s degree in the social sciences, business/market research, or related field
* Skilled in using Microsoft Excel or similar tools
* Working understanding of qualitative research processes, including research design strategies, sampling, survey design, focus groups, and/or fieldwork methods
* Strong oral and written communication skills (both short-form and long-form)
* Flexibility in adjusting workflow based on project needs
* Willing to explore innovative, efficient solutions to problems
* Able to manage individual deadlines and tasks as part of a project team
* Curious about data and answering questions
* Able to work effectively with people across racial, cultural, gender and other identity characteristic differences
* Lived experience and/or service providing perspectives that support D3 in our mission, especially in serving populations that are under-represented in society at large.

**How:** Submit your resume and a cover letter responding to the qualifications listed above to [work@datadrivendetroit.org](about:blank) by February 15th, 2021. Include “Research Analyst” in the subject line.

Due to COVID-19, all interviews will be conducted remotely. If you need assistance or an accommodation due to a disability, please contact us at [AskD3@datadrivendetroit.org](about:blank).

Thank you! We look forward to reviewing your materials!