



Senior Associate, Research

About Us

Community Solutions (communitysolutionsinc.net) is a small but powerful community development and public health consulting firm that impacts diverse communities such as neighborhoods, healthcare systems, human service providers, and foundations - to name a few. Our influence lies not in bricks and mortar, but in people, programs, organizations, and systems. We understand that any community can only succeed when its members have the tools, resources, strategies, and partnerships in place to allow them to be nimble, be bold, and be excellent. Community Solutions combines the unique talents of individuals from a wide range of backgrounds: public health, urban planning, fund development, public policy, social work, and non-profit management to achieve results for the people we serve.

Our team members come together with the common commitment to help organizations that serve diverse communities strengthen their work through organizational development, grassroots engagement, and collaborative problem solving. We delight in the dual directional learning that occurs between our team and the communities with which we work.

We specialize in:

- Program/Organizational Development
- Project Management
- Evaluation
- Strategic Planning
- Facilitation/Convening
- Fund Development/Grant Writing

Our Culture and Values

Community Solutions brings together individuals that each have significant expertise and experience to work collaboratively toward shared goals. While employees will have many opportunities to work on projects individually, most projects are shared among multiple team members. At Community Solutions, we know that we work better together and encourage everyone to continually engage co-workers as thought partners and collaborators. We aim to maintain a culture of mutual respect and understanding, autonomy, accountability, and growth. We consider each team member a piece of the Community Solutions puzzle and value their unique perspective and contribution to the work.

We hold space for all values, ideas, and beliefs. We don't concern ourselves with titles in our internal operations. However, we hold each other accountable and expect team members to meet deadlines (both internal and external) with high quality products and services. Finally, we are committed to learning and growth at Community Solutions, both at the individual and organizational level, which will make us better consultants, community members, and people.

Our team values:

- Accountability
- Authenticity
- Collaboration
- Community
- Creativity
- Equity and Anti-racism
- Inclusion
- Integrity
- Reflection
- Respect
- Quality



Commitment to Diversity and Inclusion

Community Solutions strongly encourages people from underrepresented groups to apply. We are committed to creating a diverse environment and are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Position Description:

A Senior Associate for Research provides technical and strategic support to projects through the design and execution of applied research activities. Applied research activities include study or inquiry design, data collection, analysis, visualization, interpretation, summarization, communication, and presentation. Contributes to project teams in a variety of ways, including individual contributions, acting as a member of a team, and at times will be responsible for leading project teams in projects that employ research methods.

We are seeking an experienced candidate that possesses the following skills/qualifications:

- Demonstrated experience in social research, participatory action research, program evaluation, performance management, or related fields.
- Ability to ask insightful questions and develop and deploy strategies for answering them.
- Critical and creative thinking to be able to contribute meaningfully to and guide the design and implementation of research projects.
- Competency and expertise in applied research methods, including:
 - Research project design and implementation
 - Qualitative and quantitative data collection and analysis
 - Statistical and graphical analysis of data
 - Data visualization, summarization, and presentation
 - Coordination, communication, and collaboration with research subjects, community members, and partners
- Competency in and experience using software and tools commonly used in research activities (e.g., statistical analysis, geospatial analysis, analytics/visualization/business intelligence, data collection tools).
- Commitment to learning new things, sharing ideas and information with others, collaborating with diverse stakeholders, and appreciating that there are many ways of knowing and understanding the world around us.
- Strong written and verbal communication skills.
- Ability to effectively work within a team structure – either as a team lead or team member to develop and execute projects that require a collaborative approach.
- Ability to multi-task and prioritize projects. Most team members manage multiple projects at any given time, and the ability to manage several projects and prioritize tasks is critical.
- Self-disciplined with a strong work ethic. This position must be proactive within the team to move work forward and strive for high-quality products and outcomes.
- Ability to adapt in the moment. Our clients come from dynamic, ever-changing environments and we must be able to be flexible to meet their needs.
- Willingness to support the team in whatever capacity is needed and to pitch in to assist a colleague or project team in need of support.



Benefits

Community Solutions provides the following benefits:

- \$300 monthly tax-exempt stipend to cover healthcare premiums and other qualified expenses through a Qualified Small Employer Health Reimbursement Account (QSEHRA)
- Four-day work week (Monday-Thursday)
- 28 PTO days per calendar year (includes holidays, sick, personal, and vacation time)
- Voluntary retirement plan with 3% company match with no vesting period
- \$500 annual professional development stipend

Submissions

Please submit your cover letter and resume to April Angermeier (april@communitysolutionsinc.net).