Job Opening: Research Analyst

Mobility Lab is looking for a full-time professional who will utilize his or her analytical skills to support sustainable transportation. The Research Analyst will be part of Mobility Lab's effort to further integrate program evaluation and measurement research into the day-to-day work of Arlington County Commuter Services (ACCS), a transportation demand management (TDM) bureau that provides Arlington residents, employees, businesses, and visitors with transportation information and services to support a vibrant and livable community. ACCS accomplishes its mission by encouraging people who live, work or commute into, out of, or through Arlington to use mass transit, carpools and vanpools, bicycles, walking, telecommuting and other alternatives to driving alone. The Research Analyst will expand Mobility Lab's in-house capacity for collecting, analyzing, and synthesizing data, as well as making informed, evidence-based, data-driven recommendations for ACCS programs. The Research Analyst will add knowledge of quantitative-research data collection, statistics, and data management.

Mobility Lab is a program of Arlington County Commuter Services (ACCS), Arlington County, Virginia's transportation demand management (TDM) bureau. ACCS is a nationally recognized leader in the field of encouraging biking, walking, transit, carpooling, and vanpooling. The Mobility Lab program has four main functions. The first is hosting and co-sponsoring events related to TDM and transit-oriented development (TOD). The second is sharing industry news and information about TDM and TOD via the mobilitylab.org web site. The third is educating policy-makers about TDM. The Research Analyst will help fulfill Mobility Lab's fourth function, conducting original research. At present, Mobility Lab's primary research efforts focus on the following four categories:

1. Evaluation and measurement of other ACCS programs.
2. Public-opinion and other market research related to transportation.
3. Fulfilling data and information requests from ACCS programs, as well as groups outside of ACCS and Arlington County government.
4. Special projects.

Existing Mobility Lab research studies may be viewed [here].

ACCS promotes efficient transportation by using sales techniques to convince employers, property managers, and developers to offer programs and services (such as transit subsidies and showers and lockers for bike commuters) that encourage high-efficiency travel to employees and tenants. ACCS also manages marketing and direct outreach to the public, in addition to compliance monitoring for mandatory land-development conditions.

Since TDM is an inherently public-facing transportation specialty and the companion elements of the Mobility Lab program are oriented towards outreach and communication, the research program must continuously strike a balance between serving the fast-paced, ever-changing needs for information from colleagues, and maintaining high standards of quality for projects that span many months or years. The program must also provide information to ACCS staff that is technically sound, easy-to-understand, and actionable. The research program is highly visible and receives considerable scrutiny from within ACCS.

Why Are We Hiring for This Position?

The Mobility Lab Director of Research and Communications and colleagues have identified a need to integrate program evaluation and measurement research functions further into the day-to-day work of ACCS programs.

As one example, Mobility Lab will work with Arlington Transportation Partners (the business-outreach program of ACCS), to measure the impact of new transportation benefits or outreach on mode shift by analyzing small-scale pre- and post-intervention datasets in partnership with ATP staff as they engage employers regarding offering or expanding TDM benefits to their employees.

The research program will also enhance its integration with other ACCS and Arlington County programs by supporting information gathering for those programs. This will include providing regular written and oral synopses of relevant academic and public research to program staff, with key takeaways that the programs can use to enhance their work. The research program will also provide streams of regularly updated market information, such as demographic and transportation-related Census data, news of business relocations, and new residential construction. There is also an opportunity to publish articles on our news website and in other publications.

In order to fulfill these new functions, Mobility Lab needs to expand its in-house capacity for collecting, analyzing, and synthesizing data and making informed, evidence-based, data-driven recommendations. The Research Analyst will add knowledge of quantitative-research data collection, statistics, and data management.

Adding in-house capacity will complement existing and future research work managed by Mobility Lab but conducted by consulting firms.

The Research Analyst will report directly to the Director of Research and Communications. The Research Analyst will also interact with other Mobility Lab and ACCS staff, as well as select partners and consultants.

Responsibilities

- Management of our Commuter Store Study.
- Assist with transportation real-time communications study, which might include help with study design and presentation to Arlington County's board.
- Provide ad-hoc research assistance to Arlington Transportation Partners and Bike/Walk Arlington, which might include: development of research surveys and writing reports and presentations about the research findings.
- Draft discussion guides.
- Draft survey questionnaires.
- Assist with programming and monitoring of internet-based surveys.
- Analyze survey data using descriptive statistics and significance tests, and compare that data with other spatial and non-spatial data.
- Summarize and present analysis findings through written, visual, and oral communication.
- Track and report on outside research relevant to ACCS programs, as well as employer, labor-market, transportation, and demographic data.
- Other duties as assigned.

Qualifications

- A good sense of humor and an excellent team player.
- Strong critical-thinking ability and capacity to build evidence-based arguments.
- Excellent analytic and technical skills that support critical thinking and evidence-based arguments.
- General knowledge of common primary and secondary sources of data, as well as a curiosity for exploring, discovering, and using new sources.
- Excellent written and verbal communication skills.
- Excellent time management skills.
- Demonstrated ability to be proactive in identifying and offering solutions to problems.
- Proficiency with common statistics packages (such as SPSS, SAS, R, or similar), Microsoft Word, Microsoft Excel, and Microsoft Access.
- At least of 4-5 years of professional experience in research analysis.
- Past experience working on the supplier side of research.
- Experience designing and fielding internet-based surveys and analyzing collected data using common statistical tests preferred.

- Bachelor's degree in geography, business, public policy, economics, sociology, psychology, computer science, statistics, market research or urban planning. Candidates with degrees in economics, business, sociology, psychology, computer science, and statistics, must demonstrate an interest in cities, transportation, and/or marketing.

Salary and Benefits

Salary will be commensurate with experience.

Participation in DS&MG's 401(k) plan, health insurance (including dental and vision), short- and long-term disability, as well as direct payment of transit/vanpool costs up to $130 per month (up to $1,560 per year) and payment of annual Capital Bikeshare membership fees ($75 per year). A "compressed" work schedule that allows employees to take every-other Friday as a day off after six months of employment per supervisor approval. Total paid time off for vacation and illness of 128 hours (16 days) per year. An additional 10 paid holidays per year.

Note that this is not a position with Arlington County Government.

To Apply

Please send a letter of introduction, resume, three professional or academic references, and one writing sample that demonstrates your ability to communicate quantitative information. One sample of any work that demonstrates your ability to communicate quantitative information through visuals is also welcome, though not required.

Send materials in PDF format to melissa.paluch@mobilitylab.org. Please include the phrase "Mobility Lab Research Analyst" in the Subject line. No phone calls please. **Deadline to apply is February 18, 2018.**

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