



FLORIDA STATE UNIVERSITY

COLLEGE OF SOCIAL WORK

Institute for Justice Research and Development

Paid Research Technician (non-laboratory)

AGENCY OVERVIEW: This job opportunity is with the Institute of Justice Research and Development (IJRD). IJRD is located at the Florida State University.

Mission: Institute for Justice Research and Development aims to advance science, policy, and practice to improve well-being of individuals and families impacted by criminal justice system involvement. Functions of the center: Conduct rigorous innovative research (both in scientific discovery and advancing scientific methods), offer high quality educational opportunities for students, provide cutting edge training and support to professionals.

POSITION OVERVIEW: Research Technicians will support the IJRD staff in the completion of research and project activities.

PRIMARY RESPONSIBILITIES: This position will work with the IJRD team to do the following:

- Conduct research activities with team of students, staff, and faculty. Research is focused on issues related to continuum of criminal justice system, interventions and policy reforms.
- Investigate academic literature and other credible internet resources for cutting edge science and innovations.
- Help with data collection and data entry of ongoing research studies.
- Assist with preparation of grant materials and other clinical and/or administrative reports as needed.
- Complete other related project-specific tasks as directed.

REQUIRED QUALIFICATIONS:

- Current or recent masters student in social work, criminology/criminal justice, or related fields.
- Ability to adapt to flexible schedule needs; able to manage multiple tasks.
- Fully participate and adhere to research and practice protocol of the various projects.

PREFERRED QUALIFICATIONS:

- Knowledge of criminal justice, mental health, substance abuse, trauma, and other related populations.
- Skilled in writing and maintaining computer-based participant records in an accurate and timely manner.
- Highly organized, self-starter with good interpersonal, problem-solving, and analytical skills.

HOURS: Minimum of 10 hours per week

CONTACTS: If you would like more information about this job opportunity, please contact Annie Grier at agrier@fsu.edu.