

**JG Research & Evaluation is seeking a three-quarter time (30 hours/week) Research Manager with strong project management, data analysis and writing skills to contribute to several applied assessment and evaluation projects focused on improving public health and food systems.**

The Research Manager will report directly to the two Principal Researchers and will work on several ongoing projects focused on behavioral health treatment and recovery systems, program evaluation for public health and sustainable agriculture technical assistance programs, and building data management systems for health services providers. Day-to-day tasks will include:

- Project management, including planning and research design (25%)
- Managing, cleaning and analyzing data sets from primary and secondary sources (25%)
- Summarizing and interpreting data analysis results (20%)
- Finding, reviewing and summarizing current literature on specific topics (15%)
- Collaborative report writing (15%)

JG Research and Evaluation is a small, privately owned company based in Bozeman, MT. We focus on work in public health and epidemiology, agricultural and environmental resource management, and rural livelihoods, using a variety of approaches and methods to present information in ways that are useful to clients. This is a flexible position with a preference for someone based in Montana or willing to relocate to Montana. We offer flexible work hours and value a balance between work and play for ourselves and our employees.

**Required qualifications:**

- Master's degree in social sciences or public health
- Strong data management and analysis skills
- Strong writing skills

**Preferred qualifications:**

- 1-3 years of experience working in the fields of public health, food systems and/or rural development
- Project management experience in any field
- Experience working with government (federal or state) agencies and/or non-profit organizations that provide health or social services
- Experience or training in survey research design and implementation
- Based in Montana or willing to relocate to Montana

In addition to the above qualifications, because we are a small and growing company, we are looking for employees who are flexible, curious to learn new things, and willing to take on both daily logistical tasks and big ideas. We are committed to supporting our employees in their own professional development, and to mentoring staff as they progress in their careers.

**Salary and benefits:**

- Position is a .75 FTE with full-time equivalent salary of \$50,000-\$55,000, depending on experience
- Paid sick and vacation days
- Contributions to employee retirement account
- Health insurance contribution

**To apply, please send the following to [kristal@jgresearch.org](mailto:kristal@jgresearch.org):**

- A current resume
- A cover letter explaining your background and interest in the position
- Names and contact information for three professional references
- A short professional writing sample

**Applications will be reviewed on a rolling basis starting July 15, 2021. Preferred start date is August 2021.**

Questions can be directed to Kristal Jones ([kristal@jgresearch.org](mailto:kristal@jgresearch.org)) or Brandn Green ([brandn@jgresearch.org](mailto:brandn@jgresearch.org)).