

Senior Research Associate (Temporary)

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Where is AOC Located?

The Administrative Office of the Courts is located in Olympia, Washington, on Interstate 5 between Seattle, Washington and Portland, Oregon. Olympia and the surrounding Thurston County area offer numerous social, recreational, educational, and cultural opportunities. Natural features include Puget Sound, the Olympic National Park to the west, and Mt. Rainier to the east. Mount St. Helens and the Pacific Ocean beaches are within a two hour drive of the city.

AOC PROFILE:

The Administrative Office of the Courts (AOC) is a department of the Washington State Supreme Court. Established by state statute in 1957, the mission of the AOC is to advance the efficient and effective operation of the Washington State judicial system.

The AOC carries out its mission through formulation of policy and legislative initiatives, court technology development, educational programs, and program support for 428 Washington judges and their staff. The AOC draws its employees from a wide range of professions including legal, information technology, research, education, and judicial administration.

The agency is administered by an executive team that is committed to maintaining a dedicated and diverse workforce that provides the highest quality of customer service and continuously develops strategies for improving the performance and effectiveness of the court system in Washington.

- POSITION:** Senior Research Associate (Temporary Position)
- SALARY:** \$58,656 to \$76,992 per year DOQ
- LOCATION:** Olympia, Washington
- OPENS:** October 18, 2013
- CLOSES:** November 4, 2013

Senior Research Associate Job Overview

The Washington State Center for Court Research, part of the Washington Administrative Office of the Courts, seeks candidates for a senior research associate two-year project position. **Funding for the position will be available until June 30, 2015; the position could possibly be extended beyond June of 2015, depending on need for continued reporting and on funding.**

The successful candidate will be responsible for two reporting projects. One project requires continued development of existing performance reporting for Washington’s Juvenile Courts’ juvenile probation programs and related reporting to the Juvenile Justice and Rehabilitation Administration on the utilization of State-funded treatment programs. Reporting is at both the court and statewide levels. The need is for accessible, clear reporting on utilization and outcomes of community- and evidence-based interventions for Washington youth supervised by juvenile court probation. Major aspects of the project involve accessing data from the courts’ risk and needs assessment for juveniles and data on recidivism outcomes from Washington’s Judicial Information System, and producing reports that show eligibility for treatment programs, assignment to and engagement with treatment programs, intermediate and long-term outcomes, and that includes controls for gender, race/ethnicity, risk level, and age. Work will be conducted in close coordination with an advisory group representing juvenile court probation programs and the Juvenile Justice and Rehabilitation Administration.

The second project requires development of descriptive reporting, to be produced yearly, pertaining to cross-over (multi-system) youth who are involved in more than one system related to child welfare, juvenile offending, and juvenile status offending. Recent studies have shown that contact with the child welfare system was associated with offender referrals at a younger age, longer time spent in

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AOC Offers...

- A comprehensive benefits package;
- Membership in the Public Employees' Retirement System; and
- Opportunities to participate in the Deferred Compensation and Dependent Care Assistance Programs.

Benefits:

- The state of Washington offers a comprehensive benefits package, including health, dental, life and long-term disability insurance
- Vacation leave
- Sick leave
- Shared leave
- Family – Medical Leave
- Military and Civil leave
- Eleven paid holidays per year
- A state retirement plan
- Deferred Compensation Program
- Deferred College Tuition Program (GET)

detention, more serious offending and greater likelihood of repeat offending. The 2011 *Doorways to Delinquency* report, produced by the National Center for Juvenile Justice for King County, showed that 37% of youth referred to the King County Juvenile Court on offender matters had either an accepted moderate or high risk child protection referral or had a petition filed or were placed outside the home. The objective is to expand the reporting from only King County to every county in Washington State to identify characteristics and needs of the cross-over youth to inform policy and program development, with the hope of identifying targets for system reform and effective interventions for youth.

Key Responsibilities

- Court-related performance reporting design and implementation. Topic areas include:
 - juvenile justice; court-operated programs; overlap of court system with other systems, such as treatment, education, and child welfare
- Design, implementation, and quality assurance for reporting systems and process improvement initiatives
- Excellent communication with a variety of stakeholders and audiences, including judges and other elected officials; staff from the judicial branch and other areas of government; other professional researchers.

Qualifications

A master's degree in criminal justice or other social science field to include graduate training in research methods and statistics **AND:**

- Five (5) years of professional work conducting empirical field research in an applied or graduate setting **AND:**
- At least two (2) professional program performance reports that present analysis of data in a manner designed to hold programs accountable and maintain or improve program performance.

A combination of relevant education and experience demonstrating a working knowledge of the functions and responsibility of the Senior Research Specialist may be considered in meeting the qualification baseline.

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Send materials to:

Submit materials by email, fax, or postal service to:

Washington State Administrative Office of the Courts
Attention Human Resources Office
1206 Quince St SE
P.O. Box 41170
Olympia, WA 98504-1170

Email: employment@courts.wa.gov
or fax 360-586-4409.

Application materials will be screened for the purposes of determining who will be selected for an interview.

The AOC is committed to the practice of equal employment opportunity and non-discrimination for all persons without regard to race, creed, color, national origin, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability. Persons of disability needing assistance in the application process, or those needing this announcement in an alternative format, please contact Colleen Clark, AOC Human Resource Office, at (360) 704-4143 or fax (360) 586-4409, or via email to employment@courts.wa.gov.

SPECIAL NOTE:

All employees hired by the Administrative Office of the Courts are required to be fingerprinted for a criminal history background check with continued employment with the AOC contingent upon the results of this background check.

The preferred candidate will have:

- Experience in the juvenile justice and/or child welfare system.
- Ability to create reports for performance management and analysis of data.
- Proficient working knowledge of: court and justice system research; program evaluation; agency objectives.
- Demonstrated experience to conceive and plan reporting on process and outcomes; coordinate work of other staff, work with judges and court personnel.
- Demonstrated experience to communicate: to write clearly; to present the results of quantitative analyses concisely; to adapt presentations to particular audiences.
- Demonstrated experience to extract useful information from relational database files; to construct data files for analysis using a statistical analysis software package, such as SAS, SPSS, or STATA.

To be Considered for This Position, Please Submit:

- A cover letter specifying how you meet the qualifications of the position (no more than two pages).
- A written report or presentation (such as PowerPoint), for which the applicant is the primary or sole author, that addresses a program's performance in terms of outcomes, process, or both. The report can either be a routine, recurring report or a one-time program evaluation report.
- College transcripts
- A chronological resume including: dates and total months/years in each position held for each previous employer.
- [Completed AOC application form.](#)