

**TITLE: Delores Barr Weaver Policy Center Research Fellow**

**GENERAL DESCRIPTION:** Launched in January 2013, the Delores Barr Weaver Policy Center (Policy Center) engages communities, organizations and individuals through quality research, community organizing, advocacy, training and model programming to advance the rights of girls, young women, and those that identify as female at risk or involved in the juvenile justice system.

The Joan Amery van Vleck Fellowship is a one year award designed to be career focused and to equip the fellow with research and advocacy skills through a practicum experience at the Policy Center. Fellows increase their understanding of how research, advocacy, training and girl-centered, trauma informed intervention services are related to improving system responses to girls and young women. The research fellow will play a key role within the Policy Center's Research Team by engaging in assigned research activities and by providing support on various local projects.

**Primary responsibilities:**

- Data collection and/or data entry on multiple data collection projects including model programs and exploratory research.
- Preliminary data analysis including qualitative data coding.
- Develop and build resource libraries including articles, bibliographies, impact bibliographies, measures library and assessment tools library.
- Conduct literature reviews and provide assistance with drafting position statements.
- Develop support materials for research and evaluation (summary data, tables, charts.)
- Overall administrative project support including participation in meetings and note-taking.

**Competencies: *Qualifications, Knowledge and Experience***

- The fellow must be enrolled at an accredited university in North Florida. Graduate students are preferred.
- The fellow should currently be pursuing a career in social work, education, criminal justice, research, legal studies, public policy, public health, and/or activism gender, race or sociology,
- The fellows should have a minimum of at least a B average.
- The fellow must be proficient in the Microsoft Office suite. Experience with SPSS a plus.
- Knowledge of or willingness to learn different research methodologies.
- Excellent writing skills and ability to summarize research.
- The fellow should be organized, flexible, possess a professional work ethic, and be enthusiastic to gain new knowledge and embrace diversity.

**Duties and Responsibilities:**

Time commitment of this Fellowship is approximately 15 hours/week for a one year period starting October 2020. Due to the COVID-19 pandemic, the physical office space is closed and the fellow will work remotely until the office reopens. Meetings are currently held over Zoom. At the end of this

period, the fellow will receive a \$3,000 stipend. Stipend is based upon successful completion of fellowship requirements.

The fellow may work with data involving individual identifiers; the confidentiality of information the fellow comes into contact with needs to be maintained and the privacy of individuals must be protected. Fellows will be required to obtain CITI training certification on the Protection of Human Subjects and background screening (at no cost to the fellow).

Interested applicants should complete the following by **September 8<sup>th</sup> 2020**. **All items below should be emailed together and submitted to [vgordon@seethegirl.org](mailto:vgordon@seethegirl.org) with a subject line “research fellowship applicant”:**

1. A cover letter and current resume, cover letters should describe relevant coursework and or research experience/interests.
2. Provide contact information from a previous professor that can serve as a reference.
3. Using APA style, write a 1-2 page summary brief. Choose and summarize an issue impacting girls. Review the *Justice for Girls Briefing Report* ([found here](#)). In your summary, describe: 1) the issue, 2) the harm/impact to girls and 3) propose solutions. This narrative can include other sources, be sure to include a reference list (reference list does not count towards page limit).