

Federal Reserve Bank of Philadelphia



Community Development Studies & Education Research Analyst

Job Summary:

Performs statistical and econometric analyses to support the research initiated by the department researchers. Identifies, collects, and organizes data required for department research projects in community development, consumer credit and payments, and economic and personal financial education. Initiates and conducts independent research projects for, and under the guidance of, the manager and department researchers.

Principal Duties and Responsibilities:

- Conducts independent applied research using statistical and econometric analysis; organizes data for analysis and writes computer programs using statistical software. Presents results of research to department researchers and management in oral and written communications.
- Recommends, initiates, plans, and executes research projects under the guidance of manager and department researchers. Coordinates research projects and directs activities of research assistants and other staff, as assigned.
- Uses knowledge of data sources and data content to determine what source will provide the best data for a project; uses knowledge of the major software packages used in the department to determine which package will provide the best analysis of the data. Writes programs to automate data collection procedures.
- Designs databases for use in research projects in community development, consumer credit and payments, and economic and personal financial education. Writes documentation of data sources and statistical tests that have been performed on the data.
- Collects data and interprets results from surveys. Writes results for department's publications. Coordinates the production of the publications, including providing html or pdf files for inclusion on Bank's external web site.
- Keeps abreast of issues pertaining to community development, consumer credit and payments, economic and personal financial education, and the overall economy. Reviews literature on research topics and may contact others doing similar research. Determines what information is relevant to the project and provides department researchers and management with summaries of findings, both orally and in writing.
- Works with substantial degree of independence on selected topics that promote a better understanding of low- and moderate-income people and communities.

Education and Experience:

Bachelor's degree in economics, public policy, urban studies, planning, geography, finance, or statistics and 2 to 3 years' related experience. Master's degree preferred.

Knowledge and Skills:

- Knowledge of and ability to apply economic theory and quantitative analysis techniques under the general supervision of department researchers.
- Ability to use standard software packages, including ArcGIS.
- Ability to use statistical programs, such as SAS, SPSS, and STATA, to organize data into files and to perform advanced statistical and econometric analyses.
- Knowledge of data in community development, consumer credit and payments, and economic and personal financial education and its sources.
- Strong analytical and problem solving skills.
- Strong oral and written communication skills.

Submit resume and cover letter for this position (job #242554) at
<http://www.philadelphiafed.org/careers/job-openings.cfm>