

Vacancy Announcement
Director of Research
Federal Judicial Center
Washington, DC 20002-8003

The purpose of the Federal Judicial Center is to further the development and adoption of improved judicial administration in the courts of the United States, primarily through rigorous and objective research and education. Congress established the Center in 1967 as a separate organization within the federal judicial system at the request of the Judicial Conference of the United States. A nine-member board, chaired by the Chief Justice of the United States, determines its basic policies.

The Center seeks a Director of Research.

The Research Division conducts qualitative and quantitative research to assist the federal judiciary, including the Judicial Conference of the United States. The division's work examines how current federal court policies, practices, and procedures are operating and the potential effects that changes in those activities might have on the administration of justice. It also produces resources for judges and the judiciary on legal developments, case management, and other topics. The Research Division typically has about 50 active projects and research-related activities underway.

DUTIES AND RESPONSIBILITIES:

The Director reports to the Center's deputy director and director and, as member of the Center's senior staff, is responsible for contributing to decisions and initiatives across the Center. The Director of Research supervises twenty-five professional researchers and assistants. The Director of Research represents the Center and interacts with judges and other officials in the judiciary, and with attorneys, academics, government officials, and others outside the judiciary. Specific duties include:

- Lead a group of highly talented professionals, respecting individual work while promoting internal collaboration and external coordination;
- Allocate and monitor assignments and provide guidance to ensure the quality, utility, clarity, and timeliness of research projects and reports;
- Manage and grow the Center's research program, including developing long-term strategies for responding to requests for research from functional committees of the Judicial Conference and others;
- Translate policy questions into timely responsive research;
- Stay abreast of trends and needs in the federal judiciary;
- Advise on or make decisions about obtaining resources and tools for research; and
- Help stimulate relevant research by others outside of the federal judiciary.

The position requires some travel.

MANDATORY QUALIFICATIONS:

- Ph.D. in one of the social sciences or a J.D. – with both strongly preferred;
- At least ten years of increasingly responsible applied quantitative and qualitative research work directed at policy or programmatic outcomes;
- Strong analytical and critical thinking skills and ability to manage multiple research project teams;
- Demonstrated leadership and research project management experience working with other professionals in designing and implementing rigorous empirical and legal research projects;
- Strong interpersonal communication and presentation skills, including the ability to work collaboratively with highly motivated and experienced professionals; and
- Ability to foster a culture of collegiality, service, and growth.

DESIRABLE QUALIFICATIONS:

- Research skills that will complement and advance the research expertise and reputation that the Center has already built by exploring and introducing new technology-based approaches to data development and analysis; and
- Familiarity with the structure and operation of the federal judicial system.

SALARY AND BENEFITS:

This position is a senior level position which has a salary of \$199,088.

Federal government benefits are applicable. An array of supplemental benefits are also offered including a transportation subsidy and a flexible benefit program allowing for pre-tax deductions for health insurance, health care, dependent care, and commuter expenses. The FJC is located in the Thurgood Marshall Building, conveniently situated to public transportation directly beside Union Station. The Marshall Building houses a child development center and a health fitness facility for its tenants.

This position does not carry the tenure rights of positions in the competitive civil service.

APPLICATION PROCEDURES:

In a cover letter referring to Announcement #20-07, please indicate specifically how you satisfy the qualifications listed above. Applications without the required cover letter or with cover letters that do not address the qualifications will not be considered. Along with the cover letter, please include a current resume that specifies dates of employment and responsibilities for all related positions; a writing sample that demonstrates your ability to communicate research findings to a non-expert audience for policy or programmatic outcomes, and a statement of no more than two double spaced pages describing how you would approach leading a team of social science researchers. Please submit the required documents in one combined PDF.

All applications should be submitted to:

personnel@fjc.gov

March 3 – April 14, 2020

Announcement #20-07

When applying, please refer to Announcement #20-07 This vacancy will remain open until filled but to assure full consideration, applications must be received by April 14, 2020.

KEY REQUIREMENTS:

- You must be a United States Citizen, subject to the exceptions enumerated at <http://www.uscourts.gov/careers>.
- Selectee must favorably complete a background investigation.
- Relatives of Center staff members may not be employed at the Center in any capacity.
- All requirements must be met for full consideration.

THE FEDERAL JUDICIAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER