RESEARCH LAB MANAGER
JOB NO: 88499-AS

WORK TYPE: STAFF FULL OR PART TIME, STAFF-FULL TIME, STAFF-PART TIME
DEPARTMENT: L&S/RSCH-SOCIAL SCI/IRP-GEN
LOCATION: MADISON

CATEGORIES: GRANT, RESEARCH, CONTRACT MANAGEMENT, LABORATORY TECHNICIAN, RESEARCH SPECIALISTS, RESEARCH, SCIENTIFIC

POSITION VACANCY ID: 88499-AS

EMPLOYMENT CLASS: Academic Staff-Renewable

WORKING TITLE: Research Lab Manager

OFFICIAL TITLE: RESEARCH SPECIALIST(T16DN) or ASSOC RESEARCH SPEC(T16FN)

HIRING DEPARTMENT: A484260-COL OF LETTERS & SCIENCE/RSCH-SOCIAL SCI/IRP-GEN

FTE: 75% - 100%

ANTICIPATED BEGIN DATE: DECEMBER 19, 2016

TERM: This is a renewable appointment.

ADVERTISED SALARY:
Minimum $30,207 ANNUAL (12 months)
Depending on Qualifications

DEGREE AND AREA OF SPECIALIZATION:
BA or BS in social science (sociology, economics, social work, or related field).

MINIMUM NUMBER OF YEARS AND TYPE OF RELEVANT WORK EXPERIENCE:
The successful candidate will possess: 1) Excellent organizational skills and attention to detail; 2) ability to work independently and to collaborate with others; 3) good oral and written communication skills; 4) familiarity with basic office software (word processing, spreadsheets); 5) background and interest in social science research.

LICENSE OR CERTIFICATE:

POSITION SUMMARY:
This position will provide technical assistance for a team of researchers engaged in applied social science research related to anti-poverty programs. We are engaged in
original data collection, secondary data analysis, and development of reports, papers and presentations related to the child support, child welfare, education, welfare, criminal justice and related programs. This position will serve as research lab manager, implementing data collection efforts defined by others on the team, coordinating research, helping prepare and disseminate publications, and being responsible for basic lab organization.

ADDITIONAL INFORMATION:
The U.S. Department of Labor Fair Labor Standards Act (FLSA) new rules go into effect on December 1, 2016 (FLSA Threshold Rules). Based on these rules, if the person selected for this recruitment will earn less than the new salary threshold at December 1, 2016 ($47,476 annually), he/she will be an academic staff non-exempt employee, will be paid hourly and will receive overtime compensation for any hours worked over 40 in a workweek.

CONTACT:
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Relay Access (WTRS): 7-1-1 (out-of-state: TTY: 800.947.3529, STS: 800.833.7637) and above Phone number (See RELAY_SERVICE for further information.)

INSTRUCTIONS TO APPLICANTS: During the application process a cover letter, Resume/CV and references will be required to be uploaded. Please have available.

NOTE: A Period of Evaluation will be Required

The University of Wisconsin is an Equal Opportunity and Affirmative Action Employer.

The Annual Security and Fire Safety Report contains current campus safety and disciplinary policies, crime statistics for the previous 3 calendar years, and on-campus student housing fire safety policies and fire statistics for the previous 3 calendar years. UW-Madison will provide a paper copy upon request; please contact the University of Wisconsin Police Department.