



OFFICE OF COURT ADMINISTRATION

JOB VACANCY NOTICE

Posting Date: March 5, 2022

Closing Date: Until Filled

Job Listing Identification Number: 15145679

State Class. No. and Salary Group: 0654/B26

State Job Title: Data Analyst V

FLSA Status: Exempt Non-Exempt

Agency Job Title: Research Director

Location: Austin, Texas

Monthly Salary Range: \$7,500.00- \$8,750.00

Type of Job: Full Time Part Time

Remarks: Salary commensurate with experience.

Travel Required: Yes 15% No

About the Texas Indigent Defense Commission (TIDC)

TIDC funds, oversees, and improves Texas public defense. Here is some of the work we do:

- Planning and funding new public defender and managed assigned counsel offices.
- Funding public defense in all 254 Texas counties.
- Funding 6 innocence projects.
- Monitoring compliance with state laws and TIDC rules.
- Collecting and sharing public defense data.
- Drafting and testifying on public defense legislation.
- Hosting trainings, conferences, and webinars.
- Drafting and disseminating public defense publications.
- Working with lawyers, judges, counties, state agencies, and national organizations to shape the future of Texas public defense.

Last year, TIDC awarded over \$35 million in public defense funding, added public defender offices in 10 counties, monitored public defense in 32 counties, trained over 3,000 people, launched a new data portal, and released a major publication on public defender offices. Learn more at tidc.texas.gov.

Job Description:

As TIDC's first Research Director, you will lead all TIDC research activities, including data collection, data reporting, and data visualization. You will work with TIDC's partners to create a new data portal so that we can better understand the state of Texas public defense. You will also communicate research findings to stakeholders, including judges, lawyers, county officials, researchers, reporters, legislators, TIDC board members, and TIDC staff. You will use data to help plan new defender offices, monitor compliance with state law, and deploy TIDC funds. You will perform advanced data analysis and data research work, involving detailed data analysis, providing results, and monitoring and implementing data quality. You will work under minimal supervision, with extensive latitude for the use of initiative

and independent judgment. You may supervise others. The Research Director reports directly to TIDC's Executive Director.

Essential Job Functions:

- Learn TIDC data requirements, including Indigent Defense Expenditure Reporting.
- Prioritize research projects.
- Manage current TIDC datasets.
- Work with partners to create a new data portal.
- Respond to data inquiries from the Legislature, reporters, and county officials.
- Collaborate with outside research partners.
- Communicate research findings to a broad range of stakeholders.
- Identify research needs.
- Develop and pursue a research agenda.
- Design and conduct program evaluations.
- Collaborate with TIDC's Funding, Oversight, and Improvement Teams.
- Engage with public defense researchers statewide and nationally.
- Help develop grant-reporting metrics for TIDC grantees.
- Performs related work as assigned and complies with all OCA policies.

Minimum Qualifications:

- Master's in social science, political science, economics, criminology, or related field.
- Seven years' closely related experience.
- Applicants selected for interview will be required to submit a writing sample.
- Proficient in quantitative and qualitative research methods.
- Skilled at using statistical software, such as R, Python, Stata, Tableau or Power Bi.
- Superior written and oral communications skills.
- Strong desire to improve Texas public defense.

Preferred Qualifications:

- Ph.D. in social science, political science, economics, criminology, or related field.
- Experience researching public defense or criminal justice.
- Experience with surveys, focus groups, or randomized controlled trials.
- Experience with data visualization.
- Experience with program evaluation.
- Leadership, management, or supervision experience.

Note:

The following Military Occupation Specialty (MOS) codes are generally applicable to this position. Applicants must fully complete the summary of military experience applicable to the position to determine if minimum qualifications are met.

35L, 255A, CTN, 681X, IS, ISM, 2652, 8846, 14NX

Additional Military Crosswalk information can be accessed at

https://hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_PlanningResearchandStatistics.pdf

To Apply:

All applications for employment with the Office of Court Administration must be submitted electronically through www.WorkinTexas.com. Applications must be complete, including start and end dates of work experiences. Following a screening of applications, interviews of qualified applicants who have submitted a **completed state application** will be scheduled. Only applicants interviewed will be notified of their selection or non-selection.

An applicant's response to the question regarding Former Foster Youth on the state application is optional if you are applying for employment with the Office of Court Administration.

The Office of Court Administration is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in employment or in the provision of services. In compliance with the Americans with Disabilities Act, any request for reasonable accommodations needed during the application process should be communicated to Human Resources. 1-800-RELAY TX (for hearing impaired).

The Office of Court Administration participates in E-Verify and will provide the Social Security Administration, and, if necessary, the Department of Homeland Security, with information from each new employee's Form I-9 to confirm work authorization.

Section 651.005 of the Government Code requires males, ages 18 through 25, to provide proof of their Selective Service registration or of their exemption from the requirement as a condition of state employment.