

# JOB AD

## FrameWorks Institute Job Description: Researcher

The FrameWorks Institute — a nonprofit think tank that designs, **conducts, interprets and explains communications research to advance the resolution of social problems** — seeks a researcher to contribute to its iterative, multi-method research process, and to participate in its intellectual life. The Researcher will support the research division in **datacollection, analysis, interpretation, and reporting of content and findings related to Strategic Frame Analysis® (SFA)**. The SFA approach stresses an **iterative combination of research methods (qualitative and quantitative)** that supports both descriptive and prescriptive investigations of public understanding, and of the power of frames to expand public thinking and discourse on social and scientific issues. We are seeking an individual who is excited about engaging in multidisciplinary approaches to the study of how Americans think about a wide range of social issues (from adolescent development to global warming, race, and other topics) and **how scientists, policy experts and advocates can do a better job of engaging the public in solutions to these issues.**

The successful candidate should have **significant experience using a range of research methods and analyzing data on a broad range of topics.** Candidates must also have strong experience **synthesizing multiple streams of data, presenting findings, and interpreting results for those who do not have backgrounds in the social or behavioral sciences.**

Candidates should have some familiarity with the scholarship on cultural models, the framing of social problems, and/or cognitive approaches to understanding how communications in general, and media in particular, influence public support for social programs and policies. Experience in ethnographic research, person-centered cognitive interviewing and/or experimental surveys is highly desirable.

### REQUIRED SKILLS:

- Master's Degree required; Ph.D. preferred.
- Training and significant experience in conducting qualitative or quantitative research and analysis.
- **Demonstrated ability to distill and interpret complicated research findings and create clear, high-quality products for non-academic audiences.**
- Strong writing and presentation skills.
- Excellent analytic, logic and organizational abilities.
- Experience bringing implications from social science research to bear on applied questions and issues.
- Demonstrated ability to meet multiple concurrent deadlines.
- **Experience working in a multidisciplinary setting, or in synthesizing and interpreting the results of multi-method research.**
- Professional, enthusiastic, hard-working and “can do” attitude.
- Capable of independently managing time and the tasks associated with a fastpaced research agenda and organizational objectives.

### DUTIES & RESPONSIBILITIES:

- Conduct multiple forms of qualitative and/or quantitative research and data analysis to produce deliverables in written, video and oral form. Research methods will include: individual cognitive interviews, on-the-street interviews, group discussions, focus groups, expert interviews, experimental surveys and media content analyses.
- **Interpret** research findings to generate applied communications recommendations.
- **Integrate** research findings into a wide variety of application materials.
- Contribute to academic papers, working papers produced by the Institute, and other **written materials** as necessary.
- Master the presentation of FrameWorks' communications perspective and past research findings and recommendations.
- Read and assimilate all FrameWorks research and presentations explaining the SFA approach.
- Participate in regular collaborative research meetings.
- **Contribute to ongoing process of developing innovative research methods.**
- Maintain a strong organizational posture to ensure the integrity of data and the analysis presented to clients.
- Attend client meetings as necessary to explain research findings and aspects of the SFA approach.
- Ensure the delivery of timely and high-quality responses to research questions by FrameWorks Director for Research, Vice President and other management staff.
- Stay abreast of the scholarship in his/her field and contribute this information to the intellectual life and research initiatives of the Institute.

Notice the emphasis on the organization's mission and address how it aligns with your experience (beliefs, volunteer work, past employment, etc) . Demonstrate your cultural fit for the employer's workplace.

Be sure to familiarize yourself with prevailing industry processes – or in this case, organization-specific methods like Strategic Frame Analysis – and explain how your experience enables you to master them.

Address this requirement with reference to the “required skills” listed below and give one or two specific cases of using those skills (for example, qualitative and quantitative methods ) in your work.

Think about projects (writing, presentations, etc) you've delivered for non-specialist publics. Bolster your examples with the STAR method (Situation, Task, Action, Result) and include numbers where possible.

Identify the defining activities repeated throughout the job description and employ the same key terms in your cover letter and resume to demonstrate how you meet the required person specification.

# RESUME

EVE DAVIS

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## PROFESSIONAL SUMMARY

Strong researcher with advanced proficiency in qualitative and quantitative methods, commitment to building support for social issues, and applied experience in advocacy organizations. Excellent communication skills, with focus on effective strategies to craft persuasive arguments and address a range of specialist and general audiences.

## EDUCATION

University of California-Berkeley, PhD in History

2017

Pennsylvania State University, BA in History

2010

## EXPERIENCE

**Doctoral Candidate, University of California-Berkeley**

2011-2017

- Conducted extensive research on history of immigration in the United States from 1970 to the present, focusing on policy, media sources, and popular beliefs.
- Trained in interdisciplinary tools and methods, including quantitative (Excel, SPSS, statistical analysis) and qualitative (literature reviews, oral interviews, bibliographical research).
- Wrote 300-page dissertation, peer-reviewed article, and presented conference papers to expert audiences at national conferences.

**Teaching Assistant and Graduate Instructor, University of California-Berkeley**

2013-2016

- Designed and taught interdisciplinary seminar on “Immigration in Contemporary America” drawing on literature from sociology, political science, anthropology, and history.
- Supported student learning with instructional resources (study guides, assignments, grading rubrics), built skills with teaching strategies of teamwork, peer review, and written and oral feedback.
- Monitored students’ progress; identified issues and recommended resources to improve students’ work, resulting in average improvement of 1/3 letter grade over the semester.

**Volunteer Writer and Researcher, Berkeley Migrants’ Rights Clinic**

Summer 2016

- Monitored relevant news stories and policy developments about immigration for Director of Communications; wrote media content analyses to support issue campaigns.
- Wrote accessible articles for the Center’s newsletter (circulation about 3000) on varied topics (local campaigns, community resources, personal profiles, op-eds) to increase public understanding about immigration issues and build support for policy change.

**Graduate Assistant, Program in Oral Communication 2015-2017**

- Held 5-12 appointments per week to tutor graduate students in the fundamentals of effective public speaking, including visual aides, crafting a thesis, rhetorical strategies, audience engagement, etc.
  - Worked closely with Director to develop new training programs in oral communication.
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- Liaised with faculty across disciplines to integrate oral communication components into the curriculum and recommend successful practices.

**Graduate Student Union Representative, University of California-Berkeley  
2013-2015**

- Led outreach campaign to raise union visibility and increase member numbers, resulting in 34% enrollment increase.
- In collaboration with other campus units, organized successful campaign to have Berkeley's officially declared "sanctuary campus."

**Publications**

- "They're Taking Our Jobs': Popular Representations of Illegal Immigration in 1990s California," *Labor History Review* 67, vol. 2, 2016, pp. 85-98.
- Berkeley migrants' rights center electronic newsletter, over 12 pieces.

**Selected Conference Presentations**

- "Putting Faces to Numbers: Interpreting Immigration Statistics in Historical Research," *Organization of American Historians*, April 2016.
- "Immigration Policy Versus Immigration Debates: A Look at the Latino Community in Southern California, 1990-2000," Berkeley-Stanford Conference on Immigration History, October 2015.
- "Immigration After 9/11: A Fraught History," *Western Society for American History*, May 2014.

**Additional Professional Skills and Training**

- SPSS and Excel (advanced knowledge); STATA (basic)
  - Demographic methods and survey design (proficient)
  - Intensive seminar in social science research methods - ethnography, oral interviews, topic modelling and data analysis, University of Michigan, Summer 2013.
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# COVER LETTER

FrameWorks Institute  
1333 H St NW Suite 700 West  
Washington, DC 20005

Dear Sir or Madam:

I am writing regarding the role of Researcher at the FrameWorks Institute. My keen interest in the applied uses of research, and commitment to your mission of resolving social problems drive my interest in applying. The skills in research, analysis, and communication I've acquired in and beyond academic settings prepare me for the position, and I am excited to contribute this background to your goals.

My research focus and policy knowledge make me a strong match for the position. My Ph.D. analyzed the contemporary history of U.S. immigration policy through oral interviews, surveys, literature reviews, data analysis and archival research, and analyzed how changing official policies and media representations shaped public attitudes towards immigration. In the process, I gained thorough proficiency with both qualitative and quantitative research methods and strong knowledge of how different messages can be harnessed to influence policy decisions – a perspective that aligns with Strategic Frame Analysis. I have also gained applied experience with social issue campaigns: as a volunteer at the migrants' rights center in Berkeley, CA, I researched and compiled policy summaries for the Communications Director. In addition, the dozen short news stories I wrote for the community newsletter gave me strong abilities me to create products for non-academics audiences.

In addition to my research abilities, I possess strong communications and collaborative skills. At the University's Teaching and Learning Center, I worked as Graduate Tutor in the oral communication program, where I recruited new tutors and organized training workshops for their onboarding. I also tutored PhD students in fields ranging from STEM to fine arts, providing feedback and clear metrics to help them hone well-crafted and persuasive presentations – techniques that resulted in 40% greater success with materials, according to evaluations. That experience makes me well-prepared to work across disciplines to assist clients in crafting the messages that best suit their advocacy needs, and to boost their effectiveness in communicating with the public about a wide array of issues.

Throughout my work, I have been motivated to foster critical analysis and learning that will drive social improvement. FrameWorks's mission aligns with my goals, and I am excited to contribute my strengths in research and analysis to its projects. Thank you for your consideration.

Yours Sincerely,

Eve Davis