

JOB ANNOUNCEMENT

Position Title:	Research Assistant
Application Deadline:	Open until filled
Position Availability:	Several Immediate Openings
Location:	Oceanside, CA
Position Type:	Part-time, temporary. Hours as needed.
Position Pay:	\$18/hour

About the Company

Action Research is a behavior change consulting firm that specializes in the application of social science research to outreach programs that promote safe, healthy, and sustainable communities. Since its founding in 2001, Action Research has gained international attention as a pioneer in developing effective community-based social marketing programs. We have a global clientele that includes dozens of governmental agencies, non-profit organizations, and private companies who are seeking to promote sustainability. Our work has been highlighted through numerous press releases, presentations and publications including recognition in the 2011 book, *Social Marketing to Protect the Environment: What Works*. All our senior staff members have graduate-level degrees in the behavioral sciences, with extensive experience in survey and sampling methods, strategy development and research designs.

Position Summary

The **Research Assistant** is intended to support a wide range of audience research and evaluation activities associated with community-based social marketing programs in the domains of environment, health, and public safety.

Minimum Qualifications

- High School diploma required; Bachelor's degree preferred
- Strong analytic and critical thinking skills
- Ability to follow instructions and protocols
- Ability to work both independently and within a team
- Proficient in Microsoft Office applications
- Bilingual a plus

Primary Responsibilities

- Organize and code survey and observational research data
- Enter research data into a spreadsheet or database program
- Create spreadsheets or databases to store research information
- Collect field data utilizing intercept or observational methods
- Organize and collate survey documents
- Prepare surveys for mailing including folding, addressing, and assembling
- Recruit participants for focus groups
- Conduct internet research on assigned project topics
- Additional duties as assigned

Application Instructions

Please submit a resume by email to Melanie Stubblefield: stubblefield@actionresearch-inc.com

Position is open until filled.

COVID-19 considerations:

This position will be working from our Oceanside office following COVID-19 protocols mandated in the County of San Diego, Safe Reopening Plan.

Equal Opportunity Employer



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