



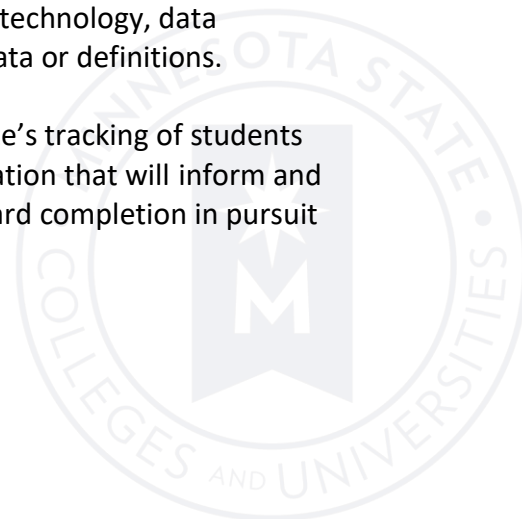
Job Class: MnSCU Academic Professional 6 – Job Posting SO067P
Working Title: Senior Research Associate

Who May Apply: Open to all qualified applicants.
Date Posted: 11/15/2021
Closing Date: 11/30/2021
Hiring Agency/Seniority Unit: Minnesota State - System Office (MAPE)
Division/Unit: Academic and Student Affairs
Appointment Type: Unlimited, Full-time
Work Shift/Work Hours: Day Shift
Days of Work: M-F
Travel Required: Yes, occasionally
Salary Range: \$34.82 - \$51.74/hourly; \$72,704-\$108,033/annually
Classified Status: Unclassified
Bargaining Unit/Union: 214 - MN Assoc of Professional Empl/MAPE
FLSA Status: Exempt
[Connect 700 Program Eligible:](#) No

Job Summary:

This position will be responsible for leading and providing ASA/Research Unit support for major system activities related to completion reporting and graduate outcome tracking at all degree levels, as well as longitudinal analysis of transfer activities both prior to and after engagement with the Minnesota State system campuses and universities. As this position's primary focus will be completions and transfer, it will also provide reporting support and advise system and campus personnel on the Transfer Pathways initiative. As such, the individual in this role will provide definitive expertise for these content areas to all information technology, data governance and enterprise reporting efforts that use these metrics, data or definitions.

This position will work to build a national presence for Minnesota State's tracking of students who transfer both within and outside of the system, to gather information that will inform and shape our preparation of students to attain their maximal level of award completion in pursuit of the Governor's 2025 attainment goal.



Additionally, this position will lead and manage Graduate Follow-up survey collection and will work with campus personnel to provide this Board-mandated success metric. This position will be the subject matter expert for campuses in fulfilling the HEOA requirement to post a Net Price Calculator, updating templates and providing annual data files to use in the maintenance of the NPC. The individual in this role will also provide expertise and reporting on academic programs, including data concerning program offerings (i.e., program inventory) as well as enrollment and completions in programs. This position will also engage with System Office and campus personnel in the continued use of data originally collected and displayed to comply with the Gainful Employment regulation, in whatever form that data may take per system and campus agreement.

About Minnesota State

Minnesota State is the largest single provider of higher education in the state. With 37 institutions, including 30 community and technical and seven state universities, Minnesota State serves 64 percent of the state's undergraduate student population.

We employ more than 15,900 dedicated faculty and staff focused on student success. We provide essential training and specialized certification options for business, industry, and professionals throughout Minnesota.

Benefits include excellent health and dental insurance, retirement package, tuition waiver at Minnesota State institutions (after three years of employment) and flexible working hours.

Minnesota State System Office is proud to be a Minnesota Yellow Ribbon agency.

Minimum Qualifications:

Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

- Master's degree
- Five (5) years of experience demonstrating the ability to conduct sophisticated and highly complex research and analysis from project design to report construction
- Demonstrated expertise in querying data from large and complex relational data sets (e.g., using tools such as TOAD, SQL queries, Access, etc.)
- Demonstrated experience and expertise in designing data validation that addresses impacts of the timing of data abstraction, operational definitions, and appropriate data sourcing
- Familiarity with federal and state data privacy and data practices requirements, i.e. FERPA, HIPAA.
- Demonstrated understanding of factors influencing student enrollment and success

- Ability to clearly communicate information, orally and in writing, to lay persons and professionals and able to work effectively with leadership at all levels throughout the organization
- Demonstrated ability to work independently and in teams

Minnesota State is unable to sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

Preferred Qualifications:

- Doctoral degree
- Seven (7) years of experience demonstrating the ability to conduct sophisticated and highly complex research and analysis from project design to report construction
- Experience with degree/completion reporting, longitudinal student outcome tracking such as that for IPEDS Graduation Rates or Outcome Measures, or use of the National Student Clearinghouse Student Tracker
- Experience and expertise in developing and implementing reporting techniques for student success and/or enrollment management at the postsecondary level
- Experience with statistical software such as SPSS or SAS, or visualization/reporting software such as Tableau or PowerBI
- Experience in institutional research at the campus level or in working with teams from multiple functional areas in postsecondary education to perform research or evaluation

Additional Requirements

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at <http://mn.gov/employee-relations/labor-relations/Labor>.

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit: [Work at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical

(\$36.64 per month single and \$250 per month family) and dental insurance with low deductibles (\$150 - \$1500), a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with roll-over option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

Applicants: Go to <https://mnsystem.peopleadmin.com/postings/1612>

Contact

If you have questions about the position, contact Shawna Tienter at shawna.tienter@minnstate.edu or 651/201-1845.

Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651.259.3637 or email careers@state.mn.us. Please indicate what assistance is needed.