Function
The responsibility of the Research Methods and Statistics (RMS) Assistant is to conduct a series of seminars in Research Methods and Statistics for students participating in the SPI throughout the summer program session. The function of the RMS Assistant is to introduce qualitative, quantitative, and mixed methods research methodologies to SPI Fellows (who are from a variety of disciplines) and to prepare them to appropriately use each in answering research questions. The primary objective of the RMS Assistant is to aid in creating a summer experience that would provide the Fellows with a level of skill in research methods that will serve as a foundation for future development of research methodology and/or statistical evaluation. The Research Methods and Statistics Assistant will be appointed as a Graduate Research Assistant (50%) for the summer term.

The Research Methods and Statistics Assistant reports to the Director, Educational Equity Programs.

Duties and Responsibilities
- Develop and present Research Methods and Statistics seminars
- Assist SPI participants in understanding and following the research process in preparing and presenting their summer research proposals
- Serve as a source of support in developing an appropriate research design for SPI Fellows who will be engaged in research throughout the summer
- Attend and participate in the SPI orientation, luncheons, Illinois Summer Research Symposium, and culminating banquet/reception as a member of the SPI program staff
- Monitor the progress of the students in developing their research proposals in the following ways:
  - Assist SPI Fellows in becoming familiar with quantitative and/or qualitative research methods to enable them to construct research in their specific disciplines
  - Assist Fellows in evaluating research claims through the examination and critical analyses of qualitative, quantitative, and mixed method approaches
  - Assist students in becoming familiar with qualitative methods such as, content analyses, ethnographies, etc.
  - Assist SPI Fellows in becoming knowledgeable in defining and appropriately using statistical concepts, terms, and procedures for conducting research
  - Assist students in becoming familiar with statistical techniques and operations, including descriptive statistics, inferential statistics, linear regressions, bivariate correlations, t tests, z tests, chi-square, and ANOVA
• Introduce students to statistical software, such as SPSS, SAS, or other software, as well as the use of a scientific calculator
• Assist students in identifying, interpreting, and discussing research methods and statistics from journal articles
• Work closely with and serve as a resource for SPI Fellows and their Summer Advisors
• Respond to questions about each of the Fellow’s research design and other issues affecting the participants’ ability to construct a research proposal
• Monitor the SPI Fellows’ progress in completing the research proposal
• Ensure that all research objectives and requirements of the program have been met by each Fellow

Knowledge Required For the Job
• Training and teaching experience in Statistics and/or Research Methods or a related training is required
• Experience and skills working with students from diverse populations, particularly those from under-represented (minority) populations
• Knowledge of the University of Illinois campus and graduate programs
• Knowledge of the Code of Policies and Regulations Applying to All Students
• Competency with statistical software programs, such as, SPSS and/or SAS and knowledge of other software that may be used in instruction, such as PowerPoint, Microsoft Word, Excel, etc.
• Ability to organize and understand both written and oral research

Minimum Qualifications
• Must be a graduate student in good academic standing enrolled in a graduate program leading to a Ph.D.
• Must have significant and proven experience working with individuals from Native American, African American, Mexican American, Puerto Rican, and/or other U.S. populations underrepresented in graduate study at the University of Illinois.
• Previous experience working with SROP, SPI, McNair, or other programs that support the progression to the doctorate of students from underrepresented populations is preferred.
• Reading and speaking knowledge of Spanish and/or Native American language(s) preferred, but not required.