Research Data Administrator

Florida Research Data Center (FSRDC)

Posting date:

Submission deadline:

Location:  Gainesville, FL

The Florida Research Data Center (FLRDC) will be seeking a part-time Research Data Center Administrator (RDC Admin) with a research background that includes knowledge of social science, public health, or economic research methodology and experience in managing large datasets and performing quantitative analyses using large federal and survey data. The ideal candidate will have an M.A. or be working toward a PhD. in economics, social science, public health, or related field with a background in statistical methods and strong organizational skills.

The person in this position will assist researchers from many disciplines, including economics, demography, urban and regional development, statistics, sociology, health care, and public policy, who are using demographic, economic, health, and other data sets in the RDC environment.

Primary responsibilities for this position include:

1. Assisting researchers from many disciplines, including economics, geography, health services, epidemiology, sociology, demography, social work, urban planning, business, environmental science and data science in developing successful proposals and conducting research at the FLRDC;
2. Reviewing researcher output produced at the FLRDC for compliance with Census disclosure standards
3. Overseeing daily operations of the FLRDC lab;
4. Serving as a liaison between the Census and the FLRDC;
5. Assisting the Executive Director in marketing the center to the research community at UF, the FLRDC Consortium institutions, and beyond.

We are providing information now in anticipation of a formal position posting by the Census Bureau in the near future. This position has not yet been formally announced on www.usajobs.gov/.  Please email Jaclyn Hall, Executive Director of the FLRDC ([jaclynha@ufl.edu](mailto:jaclynha@ufl.edu)) if you are interested in the position or if you would like more information.

The FLRDC administrator will be a **half-time** (50%. 0.5 FTE) U.S. Census Bureau employee. There is opportunity for FTE to increase in the future, and employee will receive federal benefits pro-prorated based on the amount of FTE. Pay will be at [**GS-9 or GS-11** **rates**](https://www.federalpay.org/gs/locality/seattle) depending on qualifications and experience.

The FLRDC lab is located at the University of Florida’s East Campus and provides a secure environment where qualified researchers conduct approved statistical research using restricted micro-level data collected by the Census Bureau, the National Center for Health Statistics, the Agency for Healthcare Research and Quality, the Bureau of Labor Statistics, the Bureau of Economic Analysis, and other federal agencies. The FLRDC is part of the Federal Statistical Research Data Center network administered by the Center for Enterprise Dissemination at the US Census Bureau. See <https://www.census.gov/fsrdc> for further details on the network, data available, and research conducted in FSRDCs.  The FLRDC is supported by a consortium of institutions including University of Florida, Florida State University, University of Central Florida, and Moffit Cancer Center.