



Employer Name: EAB Research

Position Title: Associate

Location: Washington, District of Columbia, US

Industry: Education

Job Description

EAB is an education best practices firm that uses a combination of research, technology, and services to improve the performance of 1,400+ educational institutions. Headquartered in Washington, D.C., EAB forges and finds the best new ideas and proven practices from its network of thousands of leaders, then customizes and hardwires them into every level of member organizations, creating enduring value.

At EAB, we serve not only our members but each other—that's why we are always working to make sure our employees love their jobs and are invested in their community. See how we've been recognized for this dedication to our employees by checking out our [recent awards](#).

For more information, visit [our Careers page](#).

The Role in Brief

Associate, EAB Research (Full Time Starting Summer 2019)

EAB Research is the firm's higher education best practice research department, with membership programs serving Chief Academic Officers, Chief Business Officers, Student Affairs Executives Chief Information Officers, and other leaders at institutions in the United States, Canada and the U.K. Our research focuses on universities most pressing quality and productivity issues, performing rigorous root cause analysis and conducting hundreds of interviews with thought leaders to identify effective best practices that are shared with the membership through a series of national roundtable meetings, on-site workshops, webinars and publications.

This role is based in Washington, DC and will be part of our start class in the summer of 2019.

Primary Responsibilities:

Research Associates conduct primary and secondary research to compose analytical and strategic briefs for executives in higher education. Research projects are commissioned by individual members in search of best practices across a number of terrains within the higher education space. Research Associates craft customized, timely reports informed by extensive literature searches and in-depth interviews with industry experts and leading executives. Current projects include topics such as Elevating Student Engagement within Residence Life; Best Practices in Multicultural Affairs Services and Programming; Indicators for Defining University Impact on State Economic Development; and Making the Global Local: Strategies for Internationalizing a Domestic Campus.

Basic Qualifications:

- Bachelor's Degree

- Excellent academic record
- Minimum of 3 months of work or internship experience
- Experience with at least two of the following:
 - o Conducting primary and secondary research
 - o Writing in depth reports in a professional setting
 - o Managing multiple projects with competing deadlines
 - o Analyzing business issues

Ideal Qualifications:

- Demonstrated interest in higher education, as shown through coursework or professional experience
- Proven ability to communicate effectively with senior executives, in both oral and written formats
- Experience with solution-focused problem solving
- Experience meeting deadlines
- Demonstrated ability to work independently and autonomously
- Proven ability to take initiative on projects

Benefits

Consistent with our belief that our employees are our most valuable resource, EAB offers a competitive benefits package:

- Medical, dental, and vision insurance, dependents eligible
- 401(k) retirement plan with company match
- Generous PTO
- Daytime leave policy for community service or fitness activities (up to 10 hours a month each)
- Wellness programs including gym discounts and incentives to promote healthy living
- Dynamic growth opportunities with merit-based promotion philosophy
- Benefits kick in day one, [see the full details here](#).

At EAB, we believe that to fulfill our mission to “make education smarter and our communities stronger” we need team members who bring a diversity of perspectives to the table and a workplace where each team member is valued, respected and heard.

To that end, EAB is an Equal Opportunity Employer, and we make employment decisions on the basis of qualifications, merit and business need. We don’t discriminate on the basis of race, religion, color, sex, gender identity or expression, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law.

Duration: Permanent

Job Functions: Data & Analytics, Research

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At EAB, we serve not only our members but each other—that's why we are always working to make sure our employees love their jobs and are invested in their community. We are also ranked as one of the Top Workplaces for 2018 by both The Washington Post and The Richmond Times-Dispatch.

Allowed School Years: Senior

Allowed Majors: All majors allowed

Work Authorization Requirements: US work authorization is required