



## Research Analyst

Since 1987, NRI has been the only national organization working with state agencies, the Federal Government, and other entities to define, collect, and analyze data on public behavioral health systems. NRI is the preeminent organization for collecting performance measurement data from the majority of state psychiatric facilities and many private psychiatric facilities for The Joint Commission and CMS reporting requirements.

NRI is currently seeking an entry level **Research Analyst** to add to their team of conscientious professionals. The **Research Analyst** performs quantitative research related to the operations, services, staffing and consumers of behavioral health services. The **Research Analyst** conducts secondary analysis to provide insights into the delivery and outcomes of services and creates written reports or develops products as needed. The **Research Analyst** works with team members on NRI projects.

### **Role Responsibilities:**

Essential and other important responsibilities and duties may include, but are not limited to, the following:

- Conducts data analysis, creates data display, and other visual aids for data presentations to internal and external clients. Provides content for newsletters, educational events, and websites.
- Conducts analyses on secondary data to assess accuracy and integrity by using logical data edits, descriptive analysis, and/or other methods that may be suggested by the research team members.
- Participates as a team member or team leader in assisting with designing and carrying out research and/or development projects; provides research assistance to research teams.
- Updates reference tables in the master database (ICD-10 codes, targets, benchmarks, etc.). Ensures timely update across all related products (reports, access database tools, excel spreadsheets).
- Creates quarterly submission file for TJC and annual submission files to CMS, reconciling updates to requirements, testing changes in coding as needed.
- Supports team members through the collection of literature and books, data entry, and data collection.
- Synthesizes white and grey literature related to research topics to inform further research or for dissemination.
- Develops procedures, forms, and schedules for data collection through interviews or other data sources in support of research projects. Reviews and corrects data ensuring output quality.
- Conducts quantitative analyses for project reports and to answer specific questions. Provides descriptive summaries and implications of findings for policy and/or practice.
- Prepares, creates, and conducts presentations based on research activities for educational events, meetings and conferences.

**Minimum Requirements:**

- Bachelor's Degree in Public Health, Psychology, Sociology, Statistics or related field.
- Recent work or internship experience in writing analytical reports or materials. a plus
- A basic knowledge of statistics and exposure to statistical software (such as SPSS), database query language, or spreadsheet software to perform analysis desirable.
- Knowledge of research methods and descriptive statistics as well as knowledge of qualitative methodologies including case study and focus groups.
- Ability to work independently and in a team environment.
- Demonstrates high levels of independence, initiative, problem-solving skills, and attention to detail.
- Ability to communicate effectively both verbally and in writing and to prioritize and handle multiple tasks and/or multiple projects simultaneously.
- Experience and skill utilizing the advanced features of software packages (word processing, spreadsheets, graphics, etc.) helpful.
- Knowledge of, and experience with, behavioral health services and systems helpful.

When applying, please send your cover letter with resume and salary requirements to: [info@impactHRIllc.com](mailto:info@impactHRIllc.com)

NRI is an Equal Opportunity Employer