

## **National Center for State Courts**

### **Director, Innovation & Evidenced-Based Research**

**SALARY:** \$145,600.00 - \$180,000.00 Annually

**LOCATION:** Remote Work Eligible

**JOB TYPE:** Full Time Regular

**REMOTE EMPLOYMENT:** Remote Optional

**JOB NUMBER:** 201300299

**GROUP:** Research & Design Group

**DEPARTMENT:** Innovation & Evidence Based Research

**OPENING DATE:** 04/16/2024-Open until filled

### **Job Summary**

The National Center for State Courts (NCSC) is an independent, non-profit court improvement organization. NCSC's services--research, information services, education, consulting, association management and technical assistance--are focused on helping courts plan, make decisions, and implement improvements that save time and money, while ensuring judicial administration that supports fair and impartial decision-making. For additional information, visit [NCSC.org](http://NCSC.org).

NCSC is looking for an experienced Director of Innovation and Evidence-Based Research to join our Research & Design Group.

The Director of Innovation and Evidence-Based Research is a strategic leadership role responsible for developing and overseeing research initiatives to enhance the delivery of justice by state courts in a dynamic and rapidly changing world. The Director is responsible for ensuring an assigned research team's successful performance, including the negotiation and procurement of grants and contracts, the delivery of high-quality work products on time and within budget, compliance with funder requirements, and promotion of work products to various court audiences and others interested in state court research. The Director contributes to the development of a comprehensive research strategy aligned with the NCSC's vision and business goals and the preparation of Research & Design's annual budget. The Director leads and/or provides expertise on high profile projects, and routinely interacts with all levels of NCSC staff, as well as Chief Justices, State Court Administrators, other members of the court community, and national policy-making bodies. The position also has frequent interaction with existing and potential funders at government agencies and foundations.

### **Trusted Leadership. Proven Solutions. Better Courts.**

#### **Duties and Responsibilities**

- Demonstrates conduct that upholds the basic Core Values of NCSC

- Leads a team of staff focused on innovation and evidence-based research
- Supervisory responsibilities include interviewing, onboarding, training, timesheet approval, time off approval, workflow oversight, establishing goals, performance management and managing performance improvement plans if needed
- In conjunction with Vice President, provides overall leadership to the assigned research team by setting goals and objectives, providing support for reaching goals, monitoring progress, and discussing progress with team members
- Ensures a focus on innovation and the development of new resources and tools for courts
- Promotes a collaborative culture within the Research & Design (R&D) Group and across other NCSC departments and groups to ensure effective workflow processes and open communications
- Works with R&D leadership to develop, implement, and monitor the division budget
- Ensures review of the Innovation and Evidence-Based Research team's work products for quality, consistency, and relevance
- Builds and maintains relationships with existing and potential funders
- Provides guidance to staff in developing research projects including grant and proposal writing and submissions
- Participates in projects that generate revenue and further the strategic initiatives of NCSC
- Develops and plans for the dissemination of research findings through various resources including scholarly journals, electronic media, educational programs, consulting services
- Builds R&D's visibility and prestige as a primary provider of innovative court tools and applied research among constituents, policy makers, and public and academic audiences

## Qualifications

- Advanced degree in social science, public policy, law, or related discipline
- 10+ years conducting applied social science research
- 5+ years' experience in a leadership role managing staff
- 5+ years' experience in managing projects and/or programs, and budgets
- Demonstrated competency in research design, approaches, and techniques
- Ability to travel several times a year

## Additional Skills and Abilities

- Proficiency in MS Office: Word, Excel, Outlook, Teams, and PowerPoint
- Excellent communication skills - written, verbal, interpersonal, presentation, and facilitation; and the ability to communicate complex ideas effectively both orally and written to a variety of audiences.
- Leadership, communications, and inter-personal skills that successfully bring people of diverse background and experience together to create change through teamwork and cooperation
- Knowledge of advanced research methods and data analysis skills
- Working knowledge in both quantitative and qualitative methodologies
- Considerable experience writing for different audiences
- Knowledge of the issues, complexities and challenges facing the justice system
- Policy development, marketing, and fund-raising skills that lead to successful business and professional relationships with private, governmental, and other organizations, generating financial support at both the state and national level
- Strategic thinker with the ability to translate ideas into actionable plans
- Exceptional project and portfolio management skills

## Additional Information

### Benefits

NCSC is proud to provide a comprehensive benefits package for our **regular full-time and regular part-time employees** consisting of:

### Insurance

- Medical Insurance: PPO, HDHP options (HMO option for VA residents)

- Dental Insurance
- Vision Insurance
- Employer Paid Life Insurance for Employee + Family
- Employer Paid Accidental Death Insurance
- Employer Paid Short-Term & Long-Term Disability
- 125 Plan
- Employee Assistance Program

**Retirement**

- Retirement: Money Purchase Plan Pension account (9% of salary)
- Retirement Option: 403B

**Paid Time Off**

- All Purpose Leave (APL)
- Paid Holidays (10)

**Other Benefits**

- Annual Performance Review
- Education Assistance
- Paid Training and Development
- Qualifying Employer for the Public Service Loan Forgiveness under 501(c)(3)

The annual starting salary for this role is between \$145,600 - \$180,000, factors which affect starting pay within the range include skills, education and experience and other qualifications as it relates to the position.

**Join our Team!**

This position is open until filled and we will be recruiting on a rolling basis. Please submit your resume and cover letter in addition to your completed NCSC application. For the reference section, include professional references only with at least one previous or current supervisor.

**NCSC is an equal opportunity/disability/veteran employer.**

**Committed to Diversity, Equity & Inclusion**