

# THE TOBIN PROJECT

WINNER OF THE  
2013 MacArthur Award for  
Creative and Effective Institutions

## RESEARCH ANALYST OPPORTUNITY

### The Position

The Tobin Project seeks exceptional individuals to join our collaborative and entrepreneurial team as Research Analysts. Research Analysts will work with leading scholars and Tobin Project leadership to conceptualize, generate, and strengthen new research aimed at solving important problems facing society. Projects will be related to our core initiatives on Government & Markets, Institutions of Democracy, Economic Inequality, and National Security. Research Analysts receive a competitive non-profit salary and generous benefit package and work as part of Tobin's small, mission-driven staff from an office in the heart of Harvard Square.

*"It seems easy to measure Tobin by the ideas generated, or policy impact, or written product. But that misses something. Tobin is a force in academia."*

—Archon Fung, Acting Dean and Ford Foundation Professor of Democracy and Citizenship at the Harvard Kennedy School

### Qualifications

We are accepting applications from top-performing professionals, recent graduates, graduate students, and undergraduates. Our ideal candidate is intellectually ambitious and possesses excellent writing skills, independent research and project management experience, and a passion for using rigorous research to better understand the world.

### Responsibilities

While roles often evolve and expand, Research Analysts typically:

- Manage long-term research inquiries, from conception to publication.
- Conduct research to facilitate ongoing projects and ground new inquiries.
- Communicate with top scholars to develop potential directions for new projects, provide strategic research support, and plan academic meetings and conferences.
- Evaluate current scholarship to gain expertise in a substantive area.
- Contribute to a creative and dynamic work environment.

### How to Apply

The Tobin Project is accepting applications on a rolling basis through January 11, 2016. To apply, please email the following materials to [opportunities@tobinproject.org](mailto:opportunities@tobinproject.org):

- A cover letter discussing your interest and qualifications
- A 1-2 page resume
- All academic transcripts (unofficial versions are acceptable)
- A writing sample

Please note that writing samples constitute a large part of the decision-making process. Please submit a complete piece of written work (not an excerpt) that marshals evidence in support of an argument. There is no page limit and no need to tailor the topic of discussion to Tobin's research inquiries. Writing samples will be evaluated for clarity of reasoning and style.

The Tobin Project is a non-profit, non-partisan research organization seeking to catalyze innovative scholarship on major, real world problems, from rising economic inequality to threats to national security. Inspired by Professor James Tobin's belief that scholars have a vital role to play in the public sphere, the Project works with a network of several hundred scholars, from Nobel Laureates to top graduate students, along with policymakers at the highest levels of government, to generate pioneering research on some of the most pressing problems facing America and the world today.

**For more information about our mission, team, research, and application process, please visit: [www.tobinproject.org](http://www.tobinproject.org).**

*The Tobin Project is a non-partisan organization recognized as a public charity under §501(c)(3) and 509(a)(1) of the IRC.*

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