Basic Needs Security Project (BNSP) Research Fellow Job Card

**PROJECT:** Basic Needs Security Project

**TITLE:** Graduate Assembly Research Fellow

**STIPEND:** $850 per month (10 hours/week)

**TIMELINE:** May 2019 - May 2020 (start date is flexible)

Overview of Position
The research fellow will conduct comprehensive research of basic needs resources on- and off-campus, establish and strengthen partnerships with resource-providers, and develop procedural infrastructure to administer basic needs support to UC Berkeley students. The fellow will conduct qualitative interviews with students and focus groups with resource providers to identify themes affecting security of food, housing, transportation, and childcare. This data will provide nuance in developing best practices for increasing access to basic needs resources.

Primary Responsibilities
50% Research
- Organizing focus groups and interviews (e.g. designing format and questions)
- Recruitment (e.g., recruitment emails)
- Administrative functions related to focus groups (e.g., purchase requests)
- Conduct focus groups and interviews with students on basic need security
- Conduct focus groups with select resource providers
- Synthesize findings
- Produce a publicly available annual report and an internal mid-year report

25% Outreach
- Organize and run outreach workshops on basic needs resources for graduate students
- Respond to outreach requests from campus partners

25% Meetings
- Hold meetings with resource providers, campus partners, and GA partners
- Attend monthly Basic Needs Workgroup meetings

Qualifications
- Current UC Berkeley graduate student
- Relevant work background and/or research expertise
- Experience facilitating focus groups and qualitative interviews
- Competent understanding and demonstrated commitment to basic needs security
- Familiarity with basic needs student groups, resources, and allies on campus
- Commitment to equity and inclusion at all levels of campus governance
- Effective cross-cultural communication skills
- Organized, punctual, good interpersonal and written communication
- Self-starter, strong level of independence, creative
- Respectful of diverse opinions and underrepresented student experiences

To apply: Please email your resume or C.V. with a brief cover letter expressing your interest to gabasicneeds@berkeley.edu. For priority consideration please apply on or before May 10, 2019. If you are interested in applying after May 10, please just send a quick inquiry email first and we’ll let you know if the role(s) have already been filled.
ABOUT THE GRADUATE ASSEMBLY

The mission of the Graduate Assembly is to improve the lives of University of California, Berkeley graduate students and to foster a vibrant, inclusive graduate student community. The Graduate Assembly is the official representative body of the graduate and professional students at the University of California, Berkeley. The fundamental principles of the Graduate Assembly are the promotion of a vibrant student social life, inclusiveness, activism, community service, educational improvement, and professional development. In service to these principles the Graduate Assembly advocates for students, funds student groups on campus, and directly manages a variety of projects.

The Graduate Assembly, in compliance with all applicable federal and state law, does not discriminate on the basis of race, gender, religion, color, ethnicity, age, marital status, political persuasion, country of origin, ancestry, citizenship, sexual orientation, pregnancy, medical condition, or disability, and shall act affirmatively to ensure that the Graduate Assembly, in its actions, appointments, and personnel, reflects the diversity and heterogeneity of the graduate student population at UC Berkeley.