



HARVARD Kennedy School
MALCOLM WIENER CENTER
for Social Policy



Project Manager

Pls: Sule Alan (Bocconi University), Michela Carlana (Harvard Kennedy School), and Maria Leone (University of Pavia)

We are looking for a project manager working from August 23rd 2020 on the evaluation of the project “[Fostering Social Skills in Ethnic Diversity Through Inclusive Classroom Practices](#)” in Italy. The contract is for 6 months and it can be renewed for additional 12 months. Good social and quantitative skills and knowledge of Italian are required. The position is funded by J-PAL European Social Inclusion Initiative.

Responsibilities

- Oversee and coordinate field research activities in around 100 schools in Italy
- Clean and manage datasets
- Conduct statistical analyses of data using Stata and R
- Prepare literature reviews, background research, and other draft content for grant proposals, academic papers, project reports.

Qualifications

Required

- Bachelors or Masters in Economics, Public Policy, or related field requiring substantial quantitative coursework
- Strong academic record
- Strong interest in public policy and education economics research
- Knowledge of randomized control trials
- Strong Italian and English oral and written communication skills
- Excellent command of Microsoft Office suite (Microsoft Word, Excel, and PowerPoint)
- Proficiency programming in Stata

Preferred

- Graduate-level coursework in Economics and Econometrics
- Prior experience on field research projects and RA work
- Proficiency programming in R and JAVA/Python

How to Apply

- Send an email to michela_carlana@hks.harvard.edu following these instructions:
- In the subject line, put “DESS Project Manager – followed by your first and last name” (e.g., “DESS Project Manager – Silvia Rossi”).
- Attach the following documents:
 - Cover letter (one page max)
 - CV
 - List of two references
 - Stata do file you wrote for your dissertation/course/RA work
- Few selected candidates will be required to complete a Stata test.

Applications are reviewed on a rolling basis. Only shortlisted candidates will be contacted for an interview.



Research Assistants

PIs: Sule Alan (Bocconi University), Michela Carlana (Harvard Kennedy School), and Maria Leone (University of Pavia)

We are looking for a 5 research assistants working part-time from 15th September to 15th December 2020 on the evaluation of the project “[Fostering Social Skills in Ethnic Diversity Through Inclusive Classroom Practices](#)” in Italy. The contract can be renewed in the Spring 2022. Good social and quantitative skills and knowledge of Italian are required. The position is funded by J-PAL European Social Inclusion Initiative.

Responsibilities

- Participate in field research activities in around 100 schools in Italy
- Help preparing background research and project reports.

Qualifications

Required

- Bachelors or Masters in Economics, Public Policy, or related field requiring substantial quantitative coursework
- Strong academic record
- Strong interest in public policy and education economics research
- Knowledge of randomized control trials
- Strong Italian and English oral and written communication skills
- Excellent command of Microsoft Office suite (Microsoft Word, Excel, and PowerPoint)

Preferred

- Proficiency programming in Stata
- Prior experience on field research projects and RA work

How to Apply

- Send an email to michela_carlana@hks.harvard.edu following these instructions:
- In the subject line, put “DESS Research Assistant – followed by your first and last name” (e.g., “DESS Research Assistant – Silvia Rossi”).
- Attach the following documents:
 - Cover letter (one page max)
 - CV
 - Name of one reference

Applications are reviewed on a rolling basis. Only shortlisted candidates will be contacted for an interview.