

HELP WANTED:

CRIMINAL JUSTICE STATISTICIAN

DUTIES:

- Consults and collaborates with governmental officials, professional associations, and others to advise on the application of statistics to criminal justice issues, policies, and programs.
- Provides technical guidance to contractors or grantees on documentation requirements including problem reports and troubleshooting plans. Ensures the contractor/grantee performs in accordance with established procedures and that statistical research conforms to established specifications and requirements.
- Performs statistical data collection requirements activities, such as preparing, processing, and coordinating ad hoc and standing collection requirements. Ensures the collection of statistical data and use of collection systems to satisfy immediate, mid-range, and long-term statistical data collection requirements.
- Provides administrative and technical supervision necessary for accomplishing the work of the unit.
- Performs the administrative and human resource management functions relative to the staff supervised. Plans, schedules, and assigns work to subordinates.
- Establishes guidelines and performance expectations for staff members; provides feedback and periodically evaluates employee performance. Provides advice, counsel, and/or instruction to staff members. Recommends or approves appointments, selections, or reassignments to positions appropriate to the selection authority delegated. Effects disciplinary measures as appropriate to the authority delegated in this area. Carries out Equal Employment Opportunity (EEO) policies and program activities.
- Manages, leads, or performs scientific work in applying statistical theories, techniques, and methods for gathering, studying, analyzing, interpreting, and reporting on statistically quantified information.

REQUIREMENTS: Bachelor's degree; master's degree preferred

ANNUAL SALARY: \$106,263–\$157,100

Adapted from USAJOBS.gov. Retrieved from <https://www.usajobs.gov/GetJob/ViewDetails/364825000>