

Appointment **Research Assistant/ Research Associate**

Position Description: Yale-NUS College, a collaboration between the National University of Singapore and Yale University, is seeking to hire a Research Assistant/ Research Associate to support the Date-Driven Environmental Policy Lab (Data-Driven Lab).

As a pioneer of data-driven approaches to environmental policy, Data-Driven Lab brings quantitative rigor to pressing global challenges. Full-time research assistants contribute timely analysis and research of current policy questions and solutions, covering a range of topics including climate change and air pollution. Research assistants receive training and the opportunity to build collaborative research skills while working with researchers and students at Yale-NUS College, in addition to external collaborations with academic research, government, and policy thinktank partners.

Data-Driven Lab Research Assistants have contributed and served as lead authors on reports with the UNEP, UNDP, and have presented research at international conferences. They have had their work featured in popular media, including The Atlantic, Scientific American, and The New York Times. Their work has also been published in Nature, Nature Climate Change, and other leading academic journals. Fellows develop cutting-edge expertise at the intersection of data science and policy – an emerging field in high demand.

This position will support an effort to analyse the growing contributions of cities and regions (“subnational actors”) and companies (“non-state actors”) to national and global climate goals. While nation-states have, until recently, been the focal points of global climate action, reporting, and target-setting, this paradigm is shifting. Countries are no longer the sole actors in global climate governance; subnational and non-state actors play an increasingly prominent role in mitigating, adapting to, and unlocking funds to address climate change, setting their own commitments to reduce greenhouse gas emissions or foster resilience.

The successful candidate will be working with the Principal Investigator, Assistant Professor Angel Hsu to undertake a research project on the development of new methods and approaches to tracking and assessing non-state and subnational climate actions. These approaches may include: natural language processing and other “text as big data” methods, designing distributed ledger protocols for tracking climate action, or designing climate or agent-based models to better understand actors’ interactions within multi-level climate governance systems.

Data-Driven Lab is developing a complete, scientific base describing who is taking climate action, what actions are occurring, and whether these actions are having an effect is a critical first step. The team has spent the last three years building a foundation for this work, developing a novel global database on non-state and subnational climate actions and leading a working group to develop methods for assessing how much these actions contribute to global climate mitigation.

During the next year, the Lab will build off of this foundational research to develop next-generation tools and innovate methods to: 1) to apply cross-disciplinary tools (e.g., data science, machine learning, etc.) to address knowledge gaps; 2) develop a

framework for improved future climate action tracking using distributed ledger technology; and 3) create new models to understand interactions between non-state and subnational actors and their national counterparts for the purpose of enhancing the overall ambition of policy efforts.

Responsibilities

- Project coordination and management, which involves developing workplans with timelines and deliverables, liaising with Data-Driven Lab PI, researchers, and students as well as external partners to make sure projects meet deadlines and deliverables.
- Budgeting and financial management to support the PI and team, as requested.
- Writing and research for scientific publications, policy memos and briefs, and outreach materials (e.g., blogs, popular writing).
- Researching and analyzing datasets.
- Creating and editing website content.
- Collaborating with external research partners
- Presenting publicly both internally and externally and others about ongoing work.
- Participating in and contributing to regular activities including workshops and training programs.
- Managing student research assistants.
- Coordinating meetings, conference calls, and managing the Data-Driven Lab team calendar.
- Assisting with organizing both internal and external meetings, including drafting agendas, securing venues, liaising with partners.

Requirements

- Recent graduate of either a Bachelor's or Master's degree programme in a relevant field (e.g., Environmental Management, Data Science, or others).
- Strong organizational and project management skills.
- Strong analytical skills.
- Superior research, writing, and communication abilities.
- Familiarity with at least one of the following disciplines: statistics, economics, law, political science, computer programming, graphic design, journalism, environmental studies, or environmental sciences. A broad understanding of environmental issues is critical and an understanding of environmental metrics is also desirable.
- Independent judgment and creativity.
- Ability to work in a diverse and multi-disciplinary team.
- Time management, organization, attention to detail, and general professionalism are essential.
- Software: Microsoft Office Suite is required. Experience with other programming languages such as R, Python and JavaScript, Adobe Creative Suite, Drupal, or other content management systems, and web design software is a plus.
- An excitement and willingness to further improve all of these skills.
- Demonstrated potential for professional and academic leadership.

Application Procedure	<p>The application deadline is 20 August 2018. For full consideration, please submit the following materials to Assistant Professor Angel Hsu via email at angel.hsu@yale-nus.edu.sg</p> <ul style="list-style-type: none">• Cover letter• CV• Statement on research interests and intended area of research• Names and contact information of references
Equal Opportunity Employer	<p>Yale-NUS College achieves excellence through the diversity of its students, faculty, and staff and by embracing inclusivity, equity, and global engagement. We encourage applications by diverse individuals with a demonstrated commitment to continually support these values. For more information about the College, please visit https://www.yale-nus.edu.sg/.</p>
Personal Data Protection Act (PDPA):	<p>Candidates should understand that by sharing information with Yale-NUS, they authorise the College to use their personal data for the purposes of this application. The College will not use their data for any purposes beyond those relevant to the application process, and that their data remains secure and confidential.</p>