

*\*Application in Handshake*

<b>Title</b>	HCDC Student Research Assistant The Kinder Institute’s Houston Community Data Connections (HCDC) program is seeking a student assistant to support ongoing research efforts. The student assistant will: <ul style="list-style-type: none"><li>• Find pandemic recovery data trackers that can help the HCDC team understand recovery trends</li><li>• Read the latest reports, blog posts, etc. published by large agencies, institutions and/or universities and summarize major insights about the economic development field</li></ul>
<b>Description</b>	<p>The student assistant should be familiar with and well-versed in data literacy concepts. They should be able to efficiently and effectively synthesize and summarize key findings from websites, reports and other types of publications. In addition, they should be able to identify and strategically document data sources used in these various publications and tools. The student assistant will <i>not</i> be required to process data or perform rigorous data analysis.</p> <p>All applicants are required to complete a short exercise in which they summarize an article in Excel by listing key takeaways and data sources. This will be shared with each student upon submission of a resume and cover letter via Handshake. Mingming Zhang, Senior Research Analyst (<a href="mailto:mz26@rice.edu">mz26@rice.edu</a>) is the point of contact for this position.</p>
<b>Required Qualifications</b>	• Well-versed in data literacy concepts • Detail-oriented
<b>Desired Qualifications</b>	• Good written communication skills • Self-motivated and eager to learn
<b>Location</b>	Telecommute
<b>Days</b>	Any
<b>Total Hours Per Week</b>	10-15
<b>Pay Rate</b>	Based on experience