

Analyst needed to help in the exciting mission of reducing crime and recidivism among federal defendants and offenders. The Administrative Office of U.S. Courts is seeking a person with the ability to conduct statistical and other forms of analysis, draw data from existing IT systems, identify and obtain relevant data from other agencies, and monitor research in the field of community corrections. The person must be able to translate their work into practical day-to-day activities for probation and pretrial services officers across the federal system.

At minimum, candidates must possess a bachelors degree in behavioral or social science. Experience as a probation or pretrial services officer is strongly preferred, and experience with data warehousing concepts and state-of-the art ad-hoc query tools is desirable.

This position is designated as a secondary law enforcement position for the purposes of retirement coverage under the law enforcement officer (LEO) retirement provisions. The incumbent of this position is subject to random drug screening and updated background investigations every five years.

More information about the AO and the online application process for this position may be found at <http://www.usajobs.opm.gov>.

**Major Duties:** This position is located within the Office of Probation and Pretrial Services (OPPS), Program Administration Division. The incumbent will provide support in policy development, policy and program implementation, oversight and support for program areas, research and analysis, and oversight of the operations of probation and pretrial services system. Duties include, but are not limited to:

1. Conducting research, analyzing data, and preparing detailed statistical reports to develop or defend program management and policy decisions;
2. Communicating findings of studies conducted to a variety of internal and external stakeholders, using a variety of formats, including written summaries, presentation software, and spreadsheets;
3. Coding and documenting procedures that extract data using Ansi-compliant SQL from a national database of defendants and offenders;
4. Applying database knowledge, quantitative analysis, and social science/criminal justice expertise to ensure study conclusions are reliable.