

From: gary.jenkins@pullman-wa.gov
To: jake.opgenorth@pullman-wa.gov
Subject: FW: Review and Selection Research Assistant Project (April 29 Selection Deadline)
Date: Friday, April 1, 2022 11:18:58 AM
Attachments: [image001.jpg](#)

Jake,

Do you want me to set up online interviews to include you? If so, let's wait to set them up after Tuesday or Wednesday next week and you can have an idea about what time of day it could work for you.

Gary



Gary Jenkins

Chief of Police | Pullman Police Department
260 SE Kamiaken St., Pullman WA 99163
(509) 334-0802 | gary.jenkins@pullman-wa.gov
<http://pullman-wa.gov/departments/police>

From: Makin, David Alan <dmakin@wsu.edu>
Sent: Friday, April 1, 2022 8:20 AM
To: Jenkins, Gary <gary.jenkins@pullman-wa.gov>; Opgenorth, Jake <jake.opgenorth@pullman-wa.gov>
Subject: Review and Selection Research Assistant Project (April 29 Selection Deadline)

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Gary and Jake,

Yesterday was the closing day for the applicants. I have attached a zip folder with all of the applications (Appli, Bryan, Applicatio, and Appli). As you have indicated an interest in meeting with the applicants, what would work best for you all? With four applicants, it should be relatively low lift on resourcing. A helpful guide in reviewing the applications is the summary, and duties. Each of the applicants have been evaluated as meeting, and or exceeding on the required qualifications. All students will be starting their PhD in the fall semester. If I can be of any assistance in making the selection, please do not hesitate to reach out.

Doctoral Level Graduate Research Assistantship for Public Safety

Background: Research shows that suburban and rural criminal justice agencies are under researched, staffed, and resourced. These agencies have considerable data that is under used because of issues in staffing, expertise, and time. In response, the Department of Criminal Justice and Criminology, working with local public safety agencies, created two (2) Graduate Research Assistantships with the City of Pullman and the City Pasco. The purpose of these positions is to support each agency through data management and analysis, and to position them for success when they seek external funding.

Position Summary: The Graduate Research Assistants will work independently, under the supervision of the Complex Social Interactions Laboratory Director. Each GRA will coordinate activities with their respective police department (either Pullman or Pasco) and other stakeholders, including database design, management, and analysis of agency data; development of protocols for new data collection processes; report writing; identifying relevant funding opportunities; grant writing; and providing

supervision and guidance to undergraduate researcher assistants working in the [Complex Social Interactions Lab](#). Each GRA will co-manage the CSI lab.

Duties of the Research Assistant Include:

- Organizing and analyzing data provided by the agency and exploring opportunities for automatization.
- Working collaboratively with the agency to build a research agenda serving the agency's needs.
- Recommending new/revised data collection practices to improve data efficacy for the agency.
- Producing research briefs.
- Managing research projects and personnel.
- Supervising undergraduate research assistants.
- Communicating faculty/student research findings to the agency.

Qualifications:

- Master's degree or above;
- Accepted in the doctoral program in the Department of Criminal Justice and Criminology;
- Data literacy;
- Undergraduate or graduate courses in methods and statistics at the introductory or higher level;
- Independent worker;
- Excellent writing and communication skills;
- Experience with project management;

Important Dates: April 29, 2022, Selected Applicants Notified; August 22, 2022, Fellowship Starts

David A. Makin, PhD

Director, [Complex Social Interactions Lab](#) | Associate Professor and Undergraduate Director, [Department of Criminal Justice and Criminology](#) | Affiliated Faculty, [Washington State Institute for Criminal Justice](#) | Affiliated Faculty, [Division of Governmental Studies and Services \(DGSS\)](#) | [Washington State University](#) Wilson Short 117 Pullman, WA 99164-4872 | ph 509-335-2455 | crmj.wsu.edu | wsicj.wsu.edu | [Linkedin](#) | [Research Gate](#) | [Twitter](#) ([@DavidMakinPhD](#))

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1	Applications	RCW 42.56.250(2) - all applications for public employment other than for vacancies in elective office, including the names of applicants, resumes, and other related materials submitted with respect to an applicant are exempt from public inspection and copying	3