Survey Research Office

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How should students contact this agency? Email
How should students submit cover letters and resumes? Email

General Description of agency or business
The Survey Research Office (SRO) is a unit within the Center for State Policy and Leadership at the University of Illinois Springfield.

We specialize in public affairs research with the goal of advancing scholarly and practical research, while playing a leadership role in state and national policy development. The SRO is designed for meeting the research needs of organizations, non-profits, government agencies, University department, and faculty members.

Internship Description
The Survey Research Office Intern will report to the Research Manager and will support ongoing and upcoming survey projects by:
- Gaining “Hands-on” experience working in survey design and operations
- Learning the principles of survey research from practitioners in the field
- Applying practical social science and statistical theory

Necessary Qualifications
The Survey Research Office is committed to teaching valuable skills to individuals enrolled in AST in the office. These include data analysis skills using software such as STATA, SPSS, and R Programming and survey design software such as Sawtooth WinCATI and Qualtrics. Interested students should already be proficient in Microsoft Word, Excel, and Powerpoint. Previous research experience is recommended but not required.

Basic student learning anticipated
Working at the SRO will give the student broad experience in survey research by encouraging professional growth. Students will gain extensive practice in developing research designs, implementing complex methodologies, and analyzing large quantitative datasets. Upon completion of the AST, the student will also have completed a joint research project with the staff of the Survey Research Project.

Hours per week: Up to 20
**Number of weeks:** 8-16
**Position Available:** Fall, Spring, Summer

**Paid/unpaid/stipend:** Unpaid. The Survey Research Office will provide funding for the student to attend one regional/national academic conference in order to present research from their work in the office. The student will work with the office on choosing an appropriate conference, writing a research paper, and submitting this paper to the conference.

*Updated: April 2015*