

NATIONAL ASSOCIATION *of* SCHOLARS

Research Assistant, National Association of Scholars – Remote

Job Description

The National Association of Scholars (NAS) is a 501(c)(3) non-profit organization that seeks to reform higher education to promote the liberal arts, intellectual freedom, and virtuous citizenship through advocacy and research.

NAS is seeking exceptional research assistants to assist a senior scholar with a report on American higher education. RAs will work with a team to perform open-source research on colleges and universities, collecting, coding, and synthesizing data while ensuring consistency and quality.

The position is remote, part-time (10-15 hours per week), and competitively compensated. Hours are flexible to accommodate academic schedules. RAs will provide weekly updates on their progress and attend periodic virtual team meetings.

Qualifications:

- Current or incoming student at a four-year college or university.
- Strong written and oral communication skills.
- Strong collaborative skills and the ability to work effectively in a team-oriented environment.
- Familiarity with Microsoft Office Suite.
- Knowledge of Microsoft Excel is a plus.

Please submit a resume and a cover letter to layton@nas.org.