Research & Evaluation Fellow

Team: Policy & Research		**Salary Range:** $45,000
Location: Position is fully remote. Some nationwide travel may be required.		
Position is: ☐ **Part-time** ☑ **Full-time**	☐ **Exempt** ☑ **Non-exempt**	☐ **Permanent** ☑ **Temporary | Ending date:** 12/15/2027

About the National Indigenous Women's Resource Center:

The National Indigenous Women's Resource Center, Inc. (NIWRC) is a nonprofit organization dedicated to the restoration of Tribal sovereignty and the safety of Native women and communities. We provide technical assistance, policy development, system engagement, training materials and resource information, as well as guidance through evaluation/research regarding violence against American Indian, Alaska Native (AI/AN), and Native Hawaiian women and intersecting issues. Our mission is to provide national leadership to promote safety for Native women and communities by supporting culturally grounded grassroots advocacy.

We are an equal opportunity employer. American Indians, Alaska Natives, and Native Hawaiians are encouraged to apply.

Position Summary:

This year-long remote fellowship offers the opportunity to work with experienced researchers and policy advocates at a national non-profit organization serving American Indian, Alaska Natives, and Native Hawaiian programs, advocates, and survivors of violence. The Research and Evaluation Fellow supports the National Indigenous Women's Resource Center's work by translating data into actionable insights and storytelling that strengthens advocacy and program design. The fellow will help design surveys and data collection tools, analyze quantitative and qualitative findings, and build clear, accessible reports that inform both internal strategy and public-facing research. Working closely with the Policy and Research team, the fellow will also help track outcomes across the organization's initiatives, ensuring that the impact of this work – and the continued need for it – is grounded in well-documented evidence. This is an ideal placement for a recent graduate with an interest in applied research, program evaluation, or data-driven advocacy who wants hands-on

experience and training turning numbers into narratives that drive change. This position is a full-time, year-long fellowship that will begin on January 11, 2027, and end on December 15, 2027. The position is remote with some limited travel required. Recent college or graduate school graduates with demonstrated commitment to research and working in Native communities are encouraged to apply.

Supervisory Responsibilities:

None

Essential Duties:

- Help to develop an internal process for identifying annual priority issues.
- Analyze survey data.
- Write reports on various survey results.
- Gather resources.
- Draft literature reviews on various topics as assigned.
- Assist in development of internal evaluations of NIWRC events and trainings.

Minimum Qualifications/Requirements:

- Bachelor's Degree.
- Academic and/or minimum of one year of work experience in fields related to Native American Studies, Social Work, Public Health, Public Policy, or violence against Native women.
- Demonstrated research and evaluation experience supervised by a graduate student, professor, or supervisor.
- Demonstrates knowledge of survey data and analysis, both qualitative and quantitative.
- Demonstrated understanding of gender-based violence in Native communities, both on and off reservations, and the impact of colonization on Native peoples.
- Ability to inform, plan, coordinate, collaborate, prioritize, and execute in a fast-paced environment and to work effectively under rigid deadlines.
- Willingness to take direction and manage time and assignments transparently and openly.
- Excellent writing skills, including copy editing.
- Excellent computer skills in Word, Excel, PowerPoint, etc.
- Excellent organizational skills.
- Excellent oral, written, and interpersonal communication skills.
- Ability to resolve issues quickly and make decisions in a collaborative culture.
- Demonstrated ability to develop and maintain effective working relationships.
- Able to work well independently and as a team member.

Our Expectations:

We strive to maintain a strong sense of community at NIWRC, and our remote workplace requires a unique skill set. We are looking for competent, service-oriented people who are honest, reliable, and self-directed; who are excellent communicators and adept listeners; individuals who are strong collaborators and respectful to supervisors and coworkers; and who will support our organizational mission and goals.

- Collaborative
- Reliable and self-directed
- Respectful to supervisor and coworkers
- Excellent communicator and listener
- Service-oriented
- Honest
- Supportive of organizational mission and goals
- Competent
- Inspiring

What We Offer:

- Competitive salary range
- 100% employer-paid medical, dental, and vision insurance for staff, their spouse, and dependents residing in the home
- SEP IRA retirement benefit
- Generous paid time off, including all federal holidays
- Professional development opportunities
- Fully remote positions
- Other benefits

Our Workplace Culture:

- Collaborative and supportive environment
- Commitment to work-life balance
- Focus on professional growth
- Mission-driven organization

How to Apply:

Please submit the following materials to careers@niwrc.org:

- Resume
- Cover letter
- Employment application form

Application Deadline: Open until filled