



1145 Wilshire Boulevard, Second Floor  
Los Angeles, CA 90017  
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**JOB ANNOUNCEMENT**  
**RESEARCH ANALYST – DEMOGRAPHIC PROFILES (FULL-TIME)**  
**TWO POSITIONS**

**Agency Description:** The Asian Pacific American Legal Center (APALC) was established in 1983 with broad-based support and has become the leading organization in the region dedicated to providing diverse Asian American and Pacific Islander (AAPI) communities with civil rights advocacy and multilingual, culturally-sensitive services and education. APALC's Demographic Research Project (DRP) was established to make research more accessible to the growing AAPI community and organizations that serve it. DRP seeks to inform community programs and advocacy through data collection, analysis, and mapping.

**Position Summary:** APALC seeks two full-time Research Analysts in its Demographic Research Project. Under the supervision of DRP's Project Director, the Research Analysts will collect, manage, and analyze Census 2010, American Community Survey, and other data as part of efforts to develop a series of demographic profile reports designed to inform grant writing, program planning, and advocacy work supporting Asian American and Pacific Islander communities.

**Responsibilities:**

- Collect, manage, and analyze quantitative data using SPSS;
- Produce tables and written narratives;
- Media relations;
- Disseminate reports;
- Other duties as needed.

**Qualifications:**

- Master's degree in Urban Planning, Public Policy, Sociology, or related discipline;
- Experience using data management, statistical analysis software;
- Experience using Geographic Information Systems (GIS) preferred;
- Excellent communication skills;
- Strong writing skills including narrative and layout;
- Strong organizational and time management skills;
- Ability to work flexible hours (some nights and weekends);
- Ability to travel;
- California driver's license, insurance and access to a car.

**Compensation:**

\$36,000 - \$41,000, depending on experience, full benefits and parking provided.

**Application Procedure:**

Mail, fax, or e-mail cover letter, resume, three references and a writing sample to Dan Ichinose, Asian Pacific American Legal Center, 1145 Wilshire Boulevard, Second Floor, Los Angeles, CA 90017, FAX (213) 977-7595, [dichinose@apalc.org](mailto:dichinose@apalc.org). No telephone inquiries please. Posted May 28, 2010.

*An equal employment opportunity employer, the Asian Pacific American Legal Center is a nonprofit organization providing direct legal services, community education and civil rights advocacy on behalf of the low income and Asian American and Pacific Islander communities in Southern California.*