Attached and below please find a job posting for a full–time Research Coordinator at Columbia Law School. This position is ideal for someone looking to gain experience in academic, business, or legal research, with a special focus on fields such as corporate finance, economics, bankruptcy, and real estate.

**RESEARCH COORDINATOR**  
**GRADE 10 (MINIMUM SALARY: $45,000)**  
**START DATE: JUNE 1, 2011, OR AS SOON AS POSSIBLE THEREAFTER**

Columbia Law School is searching for a Research Coordinator to conduct research, coordinate information management, develop teaching materials, and work on special projects for Prof. Edward R. Morrison. Potential projects include a range of law and policy-related topics such as:

- Determinants of household default decisions during the mortgage crisis
- Policy solutions to the foreclosure and housing crisis
- Functioning of the mortgage and credit markets
- Medical costs and consumer bankruptcy
- Functioning of the bankruptcy courts, in both consumer and business cases
- Corporate restructuring and inter-creditor conflict

The work will be both quantitative and qualitative.

The Research Coordinator will work closely with Prof. Morrison and co-authors in Columbia Business School, Professors Christopher J. Mayer and Tomasz Piskorski. The Research Coordinator will also work collaboratively with at least three other research coordinators hired by Professors Mayer and Piskorski.

This position is ideal for someone looking to gain experience in academic, business, or legal research, with a special focus on fields such as corporate finance, economics, bankruptcy, and real estate.

The position is strong preparation for a PhD or JD program or other graduate study. Together, Professors Morrison, Mayer, and Piskorski have worked with nine research coordinators over the past four years. These research coordinators have gone on to Ph.D. programs at Harvard Business School, Northwestern University’s Kellogg School of Management, Columbia University’s Department of Economics, and NYU’s Department of Economics.

Columbia University offers excellent benefits, including the opportunity for employees to take courses at Columbia University, tuition-free.

**RESPONSIBILITIES:**

1. Assist with quantitative and qualitative research projects
2. Develop models with programs such as Stata, Matlab, Access, and SAS. Perform statistical analysis including running regressions. Assist with data entry and maintain computer data sets with appropriate analytic programs.
3. Maintain databases and extract data from different databases for analysis. Maintain the status of various projects and their corresponding completion dates.
4. Assist with data analysis, interpretation, write up, and dissemination of findings through the preparation of reports, journal articles, presentations, web sites, and other research outlets.
5. Perform legal and case-based research, which typically involves close-analysis of large numbers of detailed primary documents.
6. Assist in the organization of research programs, including conferences, seminars and workshops.
7. Prepare presentations for teaching and research projects.
QUALIFICATIONS/REQUIREMENTS:

Bachelor’s degree and/or its equivalent required. Excellent academic record and work ethic required. Excellent organizational and oral/written communication skills required. Enthusiasm for research required. Good working knowledge of econometric programming and Microsoft Access is required.

Bachelor’s degree in economics, business, psychology, statistics, mathematics, finance, computer science, engineering, or artificial intelligence is preferred. Previous research experience is a strong plus. Knowledge of or interest in learning other relevant computer software and statistics packages (e.g. STATA, SAS, SPSS, Mathematica, Matlab, perl, Java, C++, SQL, etc.) is preferred.

Upon request, candidates should be prepared to submit transcripts, writing samples, and in some cases, sample codes.

Candidate must be eligible to work in the US without visa sponsorship, and must live in or be willing to relocate to New York City.

** Interested candidates MUST APPLY through Columbia University’s Job Opportunities website, and can do so by clicking on the following link: jobs.columbia.edu/applicants/Central?quickFind=123721