



H A R V A R D | B U S I N E S S | S C H O O L

## Research Associate *Crafting Your Life*

Crafting Your Life is a special project co-led by Professors Leslie Perlow, Karim Lakhani, and Das Narayandas, in collaboration with Director of External Relations, Janet Cahill. The special project stems from a new second year MBA course created by Professor Perlow in collaboration with second year MBA students and alumni to help students better manage their careers, relationships, and lives after graduating from HBS. The course leverages HBS alumni to learn from their real-world experiences in the years following their own HBS graduation. The course contains many new alumni vignettes and case studies, and includes HBS Online case discussions, panel discussions, and one-on-one conversations. The course also focuses on new, innovative forms of teaching – including exercises, workshops, and a simulation all developed specifically for the course.

Three insights gleaned from the course development have inspired three major goals of a larger special project at Harvard Business School. The first is that crafting your life is a life-long journey. This has led the project to its first goal: to develop ways to interact with students beyond the course. The second insight is that building and sustaining a community is essential to learning from one another and supporting each other on this journey. This finding has inspired the second core aim of the project, fostering community among students, between students and alumni, and amongst alumni. Finally, understanding that data analytics is a powerful enabler for learning about this journey and fostering community. This knowledge led the project team to its third aim: to find innovative ways to collect data on the 86,000 HBS alumni, in order to learn more about them and create connections so they can learn from and support each other on their life journeys.

**Underlying these three goals for the special project, and a major driver of the entire project, is a huge opportunity to collect data from and learn a great deal about HBS students and its alumni community over the course of their lives.**

Professor Perlow and her colleagues are seeking an experienced researcher to help them make the most of this opportunity. They seek a candidate who has completed their pre-doctoral work, if not their dissertation, to partake in the design and management of multiple qualitative and quantitative data collection efforts. The successful candidate will be eager to creatively design data collection efforts, analyze resulting data, and work with team to write up the findings. The data collection will involve existing tools that have already been developed for this special project (e.g. a simulation, reflection app, relationship mapping), as well as those that are in development (e.g., LIFE Matrix of satisfaction ratings and text responses across a range of aspects of life), and those that have not yet been conceptualized (but hopefully the RA will be part of conceptualizing). The RA

will also be involved in collecting data on all former students through interviews and analysis of their life histories.

The ideal candidate has a background in organizational behavior and is naturally drawn to the areas of work-life, designing your work, careers, and happiness. Research Associate will work closely with Professor Perlow and team, including three senior faculty, involved in the design and implementation of this larger data-gathering project.

**Basic Qualifications:**

Ph.D. obtained (or expected in 2020/2021) in organizational behavior, psychology, industrial organizational psychology, management, or related field required.

Demonstration of initiative and originality in research, and strong analytic skills are desired. Preference will be given to those whose training, skills, and research interests include organizational behavior, leadership, ethnography, corporate culture and related topics.

Excellent analytical and communication skills (both written and oral) are a must. Strong skills related to the Microsoft Office Suite are expected, especially PowerPoint. Evidence of prior high-quality, original academic writing required. Ability to read academic, subject-specific information and write a reasoned and thoughtful analysis necessary.

**Additional Qualifications:**

Proven ability to work independently and creatively. This position requires an individual capable of consistent use of discretion, judgment, and initiative. The candidate must have extremely high standards in terms of quality of work, attention to detail, strong organization skills, and absolute commitment to task completion. Ability to balance multiple tasks and shifting priorities under tight deadlines at an accelerated pace when necessary.

Diplomatic skills, comfort in interacting with prominent individuals, and grace under pressure are essential. It is helpful if the candidate is familiar with navigating a complex organization, such as Harvard Business School.

**Please Note:**

Applicants should not reach out to Professor Perlow or any of the other team members directly.

This is a full-time term appointment starting as soon as possible through June 30, 2021 with likely reappointment for the next year and further. All Research Associate roles at Harvard Business School are benefits-eligible and structured as one year term appointments with potential for renewal.

Applications will be considered on a rolling basis, a cover letter and resume are required for full consideration. Upon the review of application materials, applicants may be asked to submit a writing sample, and transcript(s). All positions will be given a writing exam.

Culture of Inclusion: The work and well-being of HBS are strengthened profoundly by the diversity of our network and our differences in background, culture, experience, national origin, religion, sexual orientation, and much more. [Explore HBS Work Culture.](#)

Harvard Business School will not offer visa sponsorship for this opportunity.

**To Apply:**

Interested applicants are encouraged to apply via our [website](#), or by sending a resume and cover letter to our Recruiting Manager, Andressa Martins at [amartins@hbs.edu](mailto:amartins@hbs.edu). Please include "Crafting Your Life" in the subject field. Thank you!