



**Position Title:** Consultant or Senior Consultant

**Department:** Personnel Selection and Litigation Support (PSLS) Division

**Location:** Annapolis, M.D., Raleigh, N.C. or Washington, D.C.

### **About the Organization**

DCI Consulting Group ([www.dciconsult.com](http://www.dciconsult.com)) is a Human Resources (HR) and Risk Management firm located in downtown Washington, D.C. DCI staff are thought leaders in the application of I/O Psychology to equal employment opportunity (EEO) and affirmative action compliance matters. DCI consultants have particular expertise in adverse impact measurement and other EEO analytics, affirmative action plan development and compliance, personnel selection procedure development, evaluation and validation, pay equity research, diversity and inclusion analytics, and Litigation/OFCCP audit support. DCI's clients are a cross-section of private sector, federal agency and public sector clients. Private sector clients represent a wide range of industries, including aerospace and defense, financial services, pharmaceuticals, high technology, retail, and manufacturing. DCI staff also work directly with a number of national law firms to provide related litigation support services.

### **Summary:**

DCI is seeking a Consultant or Senior Consultant with expertise in employee selection, validation research, equal employment opportunity (EEO) law, and statistics to join the Personnel Selection and Litigation Support Services (PSLS) team. The PSLS team is staffed by I/O Psychologists and Labor Economists with particular expertise related to job analysis, selection procedure evaluation/development, validation research, EEO analytics, predictive analytics, and litigation support. Staff work on a balanced portfolio of proactive research, OFCCP audits, EEOC matters, and private litigation.

### **Job Requirements:**

- Supporting project logistics as necessary,
- Conducting literature reviews,
- Conducting 3rd party reviews of a wide variety of technical materials,
- Developing and facilitating job analysis and content-oriented data collection methods (interviews, focus group protocols, job observation, job analysis questionnaires),

- Designing and conducting content-oriented, concurrent and predictive criterion, and transportability validation studies,
- Conducting various EEO analyses (e.g., computing adverse impact statistics, conducting pay equity studies using multiple regression, etc.) across a wide range of employment decisions and related process (e.g., hiring, promotion, termination, pay, performance measurement, test pass/fail results)
- Preparing “Uniform Guidelines Style” written validation reports that summarize research findings,
- Presenting results to the client and other stakeholders, including lawyers and federal agency staff and (if applicable) in the context of litigation support.

### **Basic Qualifications:**

Job level is dependent upon expertise. In general, the ideal candidate would have a Master’s or Ph.D. degree in Industrial/Organizational Psychology and the following:

- 1-2 years (if Ph.D.) or 4-5 years (if M.A.) of research/consulting experience for Consultant role
- 3-6 years (if Ph.D.) or 6-9 years (if M.A.) of research or consulting experience for Senior Consultant role
- Programming, model building and regression analysis in statistical analysis programs (such as SAS or R)
- Familiarity with a variety of statistical concepts, including statistical significance tests for categorical and continuous data, multiple linear regression analysis, logistic regression analysis, etc.
- Strong critical thinking and writing skills
- Ability to communicate effectively with colleagues and clients
- Experience conducting literature searches and writing in technical style
- Mastery of Microsoft Word, Excel, and PowerPoint
- A willingness to work under multiple deadlines
- Willingness to travel up to 25% of the time

### **Application Instructions:**

DCI offers an attractive compensation package, a dynamic work environment, and a wide range of unique and interesting applied research projects in the EEO context. To apply for this position, please send your resume to: [jobs@dciconsult.com](mailto:jobs@dciconsult.com)

DCI is an Equal Employment Opportunity (EEO) employer. It is the policy of the DCI to provide equal employment opportunities to all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran or disabled status, or genetic information.