

JOB DESCRIPTION: DIGITAL RESEARCH ANALYST

Role	Digital Research Analyst		
Reports to	Senior Research Manager	Direct reports	0
Budgetary responsibility	N/A	Resource responsibility	N/A
Safeguarding	Adhere to ISD's Safeguarding Policy	Key relationships	Analysts across ISD-US, Senior Research Managers, Directors
Contract	Full-time, permanent	Location	US/Hybrid or Fully Remote
Salary	\$55,000-\$90,000 + benefits	Level	5

About ISD

ISD is an independent, non-partisan, non-profit organization dedicated to safeguarding democratic integrity, freedom, national security, public safety and individual rights by reversing the rising global tide of polarization, extremism, foreign interference and authoritarianism. Combining research and analysis with government advisory work and the design and delivery of training, education and communications programs, ISD works to implement real-world, evidence-based responses to these challenges.

For 20 years, ISD has been at the forefront of analyzing, exposing and combatting all forms of terrorism, extremism, foreign interference, digital manipulation and authoritarianism, helping equip institutions, communities and the private sector with the tools, policies and skills to achieve impact at scale. ISD's mission is delivered by teams in the UK, the US, Germany, France, Jordan and Canada. Details of ISD's separate legal entities can be found [here](#).

Role Purpose

The **Digital Research Analyst** conducts research into threats to public safety – including, but not limited to, those that target individuals and infrastructure in the United States. The analyst will conduct quantitative and qualitative digital research into groups, movements, and networks to identify credible, specific, and/or imminent threats and online trends that have the potential to influence offline mobilization and activities that pose a risk of violent escalation. The analyst will contribute to and lead quality control of various internal- and stakeholder-facing outputs, such as monthly trends briefs, analytical products, and briefings for expert audiences. The analyst will work closely with other digital research analysts, as well as with senior managers and directors across the ISD-US team.

Responsibilities

Threat Monitoring and Product Development (40%)

- Conduct qualitative and quantitative analysis, through ethnographic monitoring and tools (e.g. Pyrra, Brandwatch), to detect the following trends:
 - Online activity that may pose a risk to the safety and security of public officials, infrastructure, political figures, or voters.

- Emerging activities tied to militias, anti-government adherents, and extremist groups that pose threats to public safety.
- Analyze impact of real-world events/developments on threats to the safety and security of democratic integrity and infrastructure.
- Produce clear and concise analytical products based on threat investigations.
- Contribute material for senior staff briefings to external stakeholders.

Team Coordination and Synthesis (40%)

- Work with project managers and directors to ensure team priorities are aligned and communicated effectively.
- Review and copyedit collaborative products, serving as the backup to the team lead on quality control and copyediting.
- Support/produce other briefs as needed.
- Contribute to managing team-wide project management tracker.

Administrative Responsibilities (10%)

- Data management and cleanup, file storage and retention.

PERSON SPECIFICATION

Expectations

We expect all staff, consultants and volunteers to:

- Commit to ISD’s vision, mission and [Guiding Principles](#)
- Foster diversity, inclusivity and equality of opportunity at ISD
- Demonstrate respect for others and safeguard those who are vulnerable
- Carry out their duties in accordance with ISD’s policies and procedures
- Adhere to risk management and security instructions at all times

Our commitment to Equality, Diversity & Inclusion

We endeavor to recruit a range of candidates into ISD, to strengthen our team and contribute to our inclusive organizational culture. We particularly welcome applications from candidates currently underrepresented across ISD – including those from diverse ethnic and socio-economic backgrounds, those with disabilities, and members of the LGBTQ+ community. We have tried to make this recruitment process as accessible as possible, but please let us know if you have any access requirements that you would like us to be aware of during this process.

Competencies

These reflect ISD’s [Guiding Principles](#) which we expect all members of the team to embody, regardless of seniority and role. How these competencies are assessed is outlined in ISD’s Performance Review Process.

Guiding Principles	Competencies
Integrity	<ul style="list-style-type: none"> ● Personal integrity ● Focus on quality
Collaboration	<ul style="list-style-type: none"> ● Respect for others ● Commitment to the team

Agility	<ul style="list-style-type: none"> • Efficiency and effectiveness • Problem Solving
Courage	<ul style="list-style-type: none"> • Strategic thinking • Growth Mindset

Specific Requirements

These are a priority for this specific role and form part of our assessment during recruitment, probation, and ongoing performance management. They are also a framework for focusing professional and personal development.

	Essential	Desirable
Knowledge, training and qualifications	<ul style="list-style-type: none"> • Educated to degree level in related field (political or social science, international relations, security studies) • Familiarity with social listening tools 	<ul style="list-style-type: none"> • Background and understanding of information manipulation tactics
Experience	<ul style="list-style-type: none"> • Experience and knowledge of online analytical tools and approaches, including but not limited to social media analysis, network mapping, or OSINT techniques • 2+ years professional experience as a researcher or analyst 	
Skills	<ul style="list-style-type: none"> • Exceptional written and spoken English • Editing skills • Strong public speaking skills 	<ul style="list-style-type: none"> • Data visualization skills: e.g. Tableau, Google data studio • Strong data analysis skills • Foreign language skills, particularly Mandarin, Spanish, Russian, or Arabic
Additional Requirements	<ul style="list-style-type: none"> • Outstanding attention to detail • Highly organized with the ability to be flexible, prioritize, multi-task and respond proactively in a fast-paced environment • Ability to work well both independently and in a team 	<ul style="list-style-type: none"> • Subject matter expertise with domestic violent extremist ideologies, hostile foreign state actors, or other terrorist groups and violent online actors