

Matthew Spence

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Experience

U.S. Census Bureau

Supervisory Survey Statistician, Section Chief

2014–Present

Education Demographic, Geographic, and Economic Statistics Branch

- Director of reimbursable program that produces tabulations of data on school-aged children and their parents (EDGE). Director of reimbursable survey that gathered wide-ranging data on all U.S. public schools, school districts, and their students (CCD).
- Plan, coordinate, and monitor collection, analysis, and dissemination activities for large-scale demographic surveys and programs from initiation to completion. Develop new data products to provide insight based on statutes, regulations, and policies. Work collaboratively with sponsoring agency and larger policymaking and research community. Write research reports and give briefings documenting findings, patterns, and trends. Write project planning documents like requirements, specifications, change controls, and lessons learned.
- Lead staff to accomplish goals and meet deadlines. Set priorities, manage schedules, and monitor progress. Write documentation and training materials, and train staff in best practices. Develop new methods to track project progress and program effectiveness. Monitor budget and cost reports. Keep stakeholders and superiors informed.
- Write computer programs (SAS, R, SQL) to perform production, analysis, research and evaluation activities. Use Microsoft Project to create schedules, identify critical paths, make adjustments, and forecast timelines.
- Act as a technical expert for surveys and research projects. Provide guidance and advice for various methodological issues such as disclosure avoidance, data editing, and missing data.

U.S. Census Bureau

Survey Statistician

2011–2014

Strategic and Portfolio Management Office, Associate Director for Economic Programs

- Implemented project management solutions, including creating resource-loaded schedules, managing resources, and classification.
- Created project inventory for Directorate, analyzed data on resources, created data visualizations, and presented information to Portfolio Management Governing Board (PMGB).
- Master's Certificate in Project Management. Coursework in managing projects, communication, scheduling and cost control, quality control, and risk management.

Governments Division, Sampling Frame Research and Development Branch

- Responsible for data collection, data editing, answering respondent questions via phone and email, survey and form design, and dissemination of results from 2012 Census of Governments. Performed statistical inference, evaluated statistical limitations, and gave possible explanations for trends and patterns. Wrote technical specifications for data load process.
- Awarded Department of Commerce Bronze Medal for design and implementation of new Government Units Survey.
- Communicated complex technical issues to a variety of audiences. Wrote technical documentation as well as press releases and blog posts. Gave presentations to management, colleagues, and data users.
- Worked with programmers and other subject-matter experts to develop requirements and technical specifications for the newly-created Governments Master Address File database system and the Non-Response Follow-Up program.
- Conducted socioeconomic and demographic research on charter schools based on Census Bureau data. Analyzed findings, evaluated limitations of data, presented a range of possible explanations. Presented findings in a written paper and in an oral presentation.
- Evaluated non-survey data from state agencies to discover previously-unknown local governments, special districts, and pension plans. Conducted on-site and remote research using state government contacts and resources.

University of California, Los Angeles

Researcher

2005–2011

Responsible for data collection, interpretation, and analysis. Presented results in an understandable way using informative data visualizations. Wrote papers and gave talks to both technical and general audiences on subjects such as income inequality, higher education policy, and international law. Collaborated frequently with colleagues and supervisors. Juggled several projects at once with tight deadlines and shifting priorities.

Teaching Associate

2005–2011

Planned and facilitated three weekly discussion sections of about 17 students each. Led discussion with the goal of explaining major concepts, encouraging participation, and evaluating student understanding and progress throughout the course. Designed and taught two lecture classes based on statistical data analysis. Designed and taught a quarter-long course on teaching methods and practice.

Education

University of California, Los Angeles

C.Phil., M.A. Political Science

2011

Completed coursework and original research in Political Science working toward a Ph.D. Coursework on survey methodology, sample design, estimation, statistical modeling, time series. Dissertation research on voting and partisanship in India. Secured external funding to conduct an original survey of rural Indian villagers and to perform other field research. Master's thesis and other research concerned globalization, international trade and capital flows, and political responses to economic trends.

University of California, Berkeley

B.A. Economics, B.A. Political Science (Highest Honors and Distinction)

2004

Honors thesis on compliance with an international treaty governing intellectual property rights. Finalist for the Departmental Citation.

Skills and Interests

Office: Word, Excel, PowerPoint, Access, Visio, Project

Statistical: SAS, R, Stata, SPSS

Programming: Python, HTML, Javascript, SQL

Hobbies: Cooking, Hiking, Travel