Data Analyst, Team Systems & Data

Start Date: **July 2018**
Team: **Systems & Data**
Location: **Brooklyn, NY**

About Achievement First:
Achievement First, a non-profit 501(c)3 charter school management organization, operates over 30 public charter schools in Brooklyn, Connecticut and Rhode Island. The mission of Achievement First is to deliver on the promise of equal educational opportunity for all children, regardless of race or economic status. Achievement First currently educates more than 12,600 students in historically underserved neighborhoods, with over 90% of our students identifying as Black and Latino. With its college-preparatory focus, the Achievement First approach is attaining breakthrough academic gains throughout the network. Beyond our students and schools, Achievement First is an engaged and prominent partner in the larger conversation about how to improve public education and student achievement in our country.

Achievement First's approach to teaching and learning enables every student to succeed at the highest levels. This involves:
- Recruiting and developing successful teachers and school leaders and empowering them to use student data to strategically drive instruction;
- Creating a joyful school culture where it is "cool to be smart" that emphasizes character education and focuses students on college;
- Providing students with more time on task and intense intervention when they are struggling so that no child falls through the cracks.

For more information about Achievement First's mission, approach, schools and team, please visit our website at www.achievementfirst.org.

About Team Systems & Data:
Team Systems & Data works to ensure that both the leadership and teachers at Achievement First and its network of schools have the data, analysis, reports, and skill sets to support strategic decision-making and to inform instructional planning. Team Systems & Data accomplishes these objectives by supporting and coordinating high-quality data practices in schools, by creating systems to support data collection and access, by conducting a rigorous analysis of the data to identify patterns and insights, and by reporting these findings to key constituencies both inside and outside the organization.

Summary
Achievement First is currently seeking a smart and motivated analyst to bring strong problem-solving and analytical skills to a leading charter management organization committed to using data to drive instructional improvement in its classrooms. The data analyst will play a critical role in developing and implementing student achievement analyses which enable Achievement First to track, measure, and optimize outcomes.

The role is an excellent opportunity for someone interested in gaining experience in education and developing technical skills in data management and analysis. The role will also provide exposure and

access to professional development opportunities which will expand the analyst's knowledge of the education sector.

Responsibilities of the Data Analyst Will Include but Are Not Limited to:
- Creating reports and visualizations to display student achievement and teacher performance data
- Analyzing student assessment datasets
- Thoughtfully distilling data to provide leadership with analyses to inform key decisions
- Supporting teachers, school leaders and network support teams in using data tools and reports
- Collaborating with strategic partner organizations to share data and evaluation best practices

Skills and Characteristics
Ideal candidates have:
- Superior written and oral communication skills
- Strong quantitative and technical skills
    - Fluency with Microsoft Excel required;
    - Experience with other programming languages strongly preferred, particularly statistical software (Stata, R, SPSS, SAS, etc.) or SQL
    - Experience manipulating large datasets and working with raw data preferred
- Visual design competency

Educational Background and Work Experience
Ideal candidates have an undergraduate degree and:
- Significant internship and research experience; or
- 1 to 3 years of work experience; or
- A master's degree

Compensation
Salary for this position is competitive and commensurate with experience. Additionally, Achievement First offers a comprehensive benefits package.

To Apply:
To submit an application, please attach your resume and cover letter through the web form below: https://app.smartsheet.com/b/form/034eda24e0d24130a1f6f0b414a81816

In the event you cannot access the web form above, please reach out to: morgankennedy@achievementfirst.org.

Applications will be accepted on a rolling basis until the position is filled. Candidates are encouraged to apply as soon as possible.

Achievement First is an equal opportunity employer and an organization that values diversity. People from all diverse backgrounds are strongly encouraged to apply. Spanish language proficiency is a plus. You can learn more about diversity at Achievement First here: http://www.achievementfirst.org/about-us/diversity/.