

AF Accelerate Director of Data Strategy and Analysis

Start Date: ASAP
Team: AF Accelerate
Location: Flexible - remote

About Achievement First and AF Accelerate:

Achievement First, a non-profit 501(c)3 charter school management organization, operates 37 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 of America's children. We know that every child—regardless of race, zip code, or economic status—deserves access to great schools. Achievement First currently educates more than 14,000 students in historically underserved neighborhoods, with over 90% of our students identifying as Black or Latinx. For more information about the Achievement First mission, model, our schools and team, please visit our website at www.achievementfirst.org.

AF Accelerate, a division of Achievement First, shares what Achievement First has learned about how to build high-achieving schools that help low-income students succeed. We partner with educators across the country, bringing the same focus and tools that have propelled our own success, to help improve outcomes for ALL of America's children. *AF Accelerate* works with both district and charter schools, serving 40,000 students nationwide now, with plans to scale to impact the outcomes of 150,000 students in the next 5 years. For more information on *AF Accelerate* and our open source website, please visit www.achievementfirst.org/AFAccelerate and www.achievementfirst.org/resources.

Summary:

AF Accelerate seeks a Director for Data Strategy and Analysis. This position will play a critical role in helping AF Accelerate achieve its overall strategic goals and increase its impact. The director will design systems for data analysis with an eye toward strategic analysis and scalability of these systems. The role will include designing the vision for AF Accelerate data analysis, with a view toward automation of processes and building for scale, conducting analysis for multiple programs within AF Accelerate, including the Charter Network Accelerator and Navigator, and hiring and managing technical consultants for specific projects. The ideal candidate is a strategic thinker, collaborative project manager with excellent data analysis skills, and someone who will thrive on an entrepreneurial and growing team.

Responsibilities:

- Build Data Strategy and Systems for AF Accelerate
 - Manage and adapt existing SQL database and reporting processes with an eye towards efficiently scaling data collection and reporting for 250 schools over the next 3 years
 - Create a multi-year plan to develop a data and reporting infrastructure

- Engage stakeholders across Navigator, Accelerator and AF's core data team to create clear reports and dashboards that analyze performance across schools and networks, with an emphasis on creating tools and solutions that scale
- Research and implement a platform for partner schools and networks to use to input information and track progress over time

- Manage Student Achievement Data Collection and Reporting Across Programs
 - Coordinate with data leads at Accelerator networks, Navigator schools and at the Charter School Growth Fund to gather and analyze mid-year interim assessment and end of year data
 - Create personalized reports utilizing Tableau and PowerPoint for our partner schools, analyzing their interim assessment results
 - Analyze and visualize data to identify successes, concerns, and trends that can inform program management and design
 - Report on progress toward goals to inform team management and for reporting to funders
 - Clean incoming Excel data files from partner schools to ensure they are error-free
 - Load Excel data to our Microsoft SQL Server database through a simple import process; ensure the database is functioning properly

Skills and Characteristics:

- The ability to work independently and provide self direction and direction for others in a fast-paced, entrepreneurial environment
- A “roll-up-your sleeves” mindset
- Ability to distill complex data and other information into easy- to-understand analysis with actionable next steps
- Proficiency in Excel, PowerPoint, Tableau and SQL required. Experience with programming a plus.
- Experience managing a direct report or consultants.
- Excellent personal organization, project management, and time management skills
- Excellent written and verbal communication skills

Educational Background and Work Experience:

- Bachelor's degree
- At least 5 years relevant work experience
- Experience working in an education or school setting

To Apply:

Send resume and cover letter to:

Laina Vlasnik Yip



Director of Partnerships and Recruitment

lainavlasnikyip@achievementfirst.org

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/>.