

Director or Associate Director, Data Analysis and Reporting

Start Date: Immediate
Team: Systems & Data
Location: Brooklyn, NY

About Achievement First:

Achievement First, a non-profit 501(c)3 charter school management organization, operates 38 public charter schools in Brooklyn, Connecticut, and Rhode Island. We exist to address the legacy of racism in education in America: we know that all children—regardless of race, zip code, or economic status—need and deserve access to a great education. Achievement First currently educates more than 13,000 students in historically underserved neighborhoods, with over 90% of our students identifying as Black or Latinx. Achievement First is an open-source organization because sharing and learning from others is a core tenet in our theory of change. For more information about the Achievement First mission, model, our schools and team, please visit our website at www.achievementfirst.org.

About Team Systems & Data:

Team Systems & Data provides Achievement First schools with systems, data and technology tools needed to deliver an exceptional experience for our students. In our data analysis and reporting work, we partner with teachers and leaders from across our network to create actionable data reports and promote strong data practices. We also analyze our data for patterns and insights to drive decision making at the network level and provide robust systems for school and teacher performance evaluations. Team Systems & Data also contributes to Achievement First's open-source work, for example through our participation in the [Ed-Fi Alliance](#).

Summary:

Achievement First is currently seeking a high-empathy leader to bring strong analytical and problem-solving skills to Team Systems & Data. This team member will work closely with senior leadership to set our vision for **School Goal Setting, Performance Management and Teacher Evaluation** as AF enters its next organizational phase.

Because this role will require significant innovation, we are looking for a creative thinker with a track record of developing new ideas, tools and frameworks within their area of expertise. Competitive candidates will have excellent data analysis, project management and relationship management skills, and will likely bring 5-7 years of relevant experience (e.g., data analysis, business analytics, impact evaluation, performance measurement) to our team.

We know that a diversity of backgrounds and experiences bring strength to our team. We especially encourage candidates identifying as Black or Latinx, and/or who are the first in their family to attend college to apply.

Responsibilities:

Responsibilities will include but are not limited to:

- Lead school goal setting and performance measurement:
 - Partner with AF's superintendent to set the organization's vision for school performance management
 - Partner with network experts (academy level leads, curriculum team, etc.) to understand our existing program and to develop metrics to measure performance and track progress
 - Lead goal setting process to ensure that all AF school leaders have clear, actionable and measurable goals
 - Collaborate with the reporting team and academy level teams to ensure that our most important key performance metrics are seamlessly integrated into data-driven planning processes
 - Develop reporting and goal setting tools with an eye for user experience and data accuracy
 - Create presentation decks to clearly communicate performance management policy and results
- Lead the Student Achievement Measures (SAMs) component of AF's Teacher Career Pathway:
 - Act as a champion for the Teacher Career Pathway to create strong buy-in from all levels in the organization (*in partnership with Team Talent Operations*)
 - Partner with curriculum team, academic operations team and senior instructional leaders to determine assessment policy for teacher evaluation
 - Develop and implement robust statistical models for measuring student growth
 - Implement strong data management and quality control processes to ensure accuracy of all student growth reporting
 - Collaborate with Talent Operations and School Operations teams to quality assure and approve data review and sign-off process
- Lead data analysis and reporting work in areas of expertise:
 - Engage stakeholders across AF schools and AF Network Support teams to understand data use cases and current gaps
 - Partner with program experts to create the vision for data reporting and associated data practices in areas of expertise
 - Collaborate with Product and Development teams to develop database structures and to ensure the integrity of data in our data warehouse
 - Design and develop actionable data reports that provide school team members with immediate access to accurate data
 - Create summary data presentations to identify high-level trends and insights
 - Partner with our Tech Support team to provide hands-on training, support and guidance to non-technical audiences

Skills and Characteristics:

- Ideal candidates will have experience with all of the following:
 - Manipulating large datasets (working with raw data preferred)
 - Developing and implementing robust processes for data quality assurance/quality control
 - Using a coding or statistical programming language (Python, R, SAS, Stata, etc.)
 - Querying databases using SQL
 - Implementing moderately complex statistical analyses (e.g., quantile regression model)
 - Overseeing projects that span many months and multiple stakeholders

- Coaching junior team members to strong outcomes
- Explaining statistical concepts (e.g., correlation, variance, linear regression) to non-technical audiences
- Creating compelling data visualizations / presentations
- Ideal candidates have experience with **one or more** of the following:
 - Analyzing student assessment data
 - Building complex data dashboards using Tableau (or similar software)
 - Developing Key Performance Indicators (KPIs)
 - Designing program (impact) evaluation frameworks
 - Creating complex statistical models
 - Conducting user experience research
 - Working in a school or with underserved communities
- All candidates are expected to have:
 - A belief in the Achievement First mission and educational model
 - A commitment to [Achievement First's Values](#)
- Competitive candidates will likely have 5-7 years of relevant experience

Compensation:

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

To Apply:

Apply by submitting [our application form available here](#).

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/>.