Data Impact Director

Overview of Position

Rev Partnership's Data Impact Manager is an integral member of the organization's team who is responsible for executing the Partnership's expansive data approach to understand and diagnose the problem and root causes precluding youth success and economic stability.

The role translates regional trends into insights that influence systems and is the backbone of Rev's impact measurement. More than analysis, this role powers Rev's ability to "see around corners," influence policy with precision, and drive collective action through data storytelling. This role is responsible for analyzing population level data, regional academic data, and data obtained through data sharing agreements with local partners to identify trends and anomalies. These findings inform solutions that can be enacted through the Partnership's coalition of education leaders, communications strategy, and policy recommendations.

The role reports to the organization's president and chief executive officer.

Core Responsibilities

I. **Responsible for data collection, management, and analysis of key outcomes and indicators that tie to the Partnership's strategic priorities.**
    a. Establish and implement processes and methods for gathering data, conducting analysis, and synthesizing findings
    b. Lead high-integrity analysis of data sets from CRM systems, Excel, Dropbox business, and other data support systems
    c. Track key performance metrics across the region, state, and national academic landscape
    d. Identify and implement technologies that increase efficiency and effectiveness of data use
    e. Maintain relevant data analysis tools, techniques, and models for the organization
    f. Manage compilation of qualitative and quantitative data, including storage of completed surveys
    g. Collaborate with data partners to achieve this responsibility
    h. Develop and maintain data dashboards and reports to measure regional academic progress and monitor outcomes towards the Partnership's strategic priority
    i. Work with external data partners, including data leaders across early learning, youth, higher education, K-12, community partners, and external evaluators and technical contractors, as needed
    j. Drives internal collaboration and cross-functional impact between programs, communications, fundraising, and external partnerships to amplify insight and influence

II. **Responsible for communication of data findings**
    a. Synthesize data from multiple sources to create compelling data visuals
    b. Prepare visualization of data and results, including charts, graphs, and narratives
    c. Distill key data takeaways for diverse audiences
    d. Synthesize relevant education and community data into clear messaging, outlining progress, and challenges
    e. Summarize complex data insights into a digestible format use by a variety of audiences
    f. Support others in the Partnership to understanding and articulate research outcomes
    g. Work with internal team to complete external communication projects including annual reports, fundraising materials, grant reports, and policy briefings
    h. Support others in using data to guide decision making and problem solving

      i.   Present data to various external audiences, as needed

III.   Responsible for creating and executing the Partnership's Data Plan
    a. Develop and implement the plan to collect, analyze, and report the Partnership's impact
    b. Create the Partnership's annual data plan to include timelines, milestones, and checkpoints that ensure timely implementation of activities, metrics to monitor and track progress, and achievement of outcomes (goals setting, interim measurement, analysis and reporting)
    c. Collaborate with internal team and Partnership members to develop performance metrics and evaluation plans for strategic initiatives
    d. Identify key performance indicators and objective key results to tie in with our strategic plan
    e. Organize and identify key performance indicators for the Partnership to track data
    f. Create processes and systems, manage a large volume of details
    g. Effectively communicate data insights and recommendations for improvement of strategic initiatives

IV.   Responsible for the Partnership's data infrastructure
    a. Establish methods of working with school districts and community partners on data sharing protocols, including data sharing agreements
    b. Maintain policies and protocols for data privacy, security, transparency, and equitable data use
    c. Maintain knowledge of data-related legal and ethical guidelines and effective practices in the youth development field
    d. Maintain knowledge of academic, community, and population level data resources

Success in this role looks like

- Establishment of a streamlined, accessible regional data infrastructure
- Delivery of data insights that influence funding, program design, and public policy
- Rev being recognized as the leading source for youth-focused data in North Texas

Other Considerations

- Attendance at in-person convenings and one-on-one district meetings as the work dictates.
- Some mornings, nights, and weekends as the work dictates.
- Driving within Tarrant County is required, and transportation across the state is periodically necessary.
- The organization creates individualized professional development plans with employees to invest in your professional growth and career progression within the organization.

Primary Responsibilities

- **Responsible for data collection, management, and analysis** of diverse data sets to measure progress across key academic indicators and monitor progress towards the Partnership's strategic outcomes. **~40% of role.**
- **Responsible for communication of data findings** by identifying key takeaways and visualizing them in a manner that is compelling to targeted audiences for the purpose of informing collective regional action, policy recommendations, and communication strategy. **~30% of role.**
- **Responsible for creating and executing the Partnership's Data Plan** to identify key indictors of success, monitor those indicators over time, and measure progress along the way with the tools to effectively communicate this back to the internal team and external stakeholders when needed. **~15% of role**
- **Responsible for the Partnership's data infrastructure** to maintain the data protocols, processes, and support tools necessary to conduct this work. **~15% of role**