



Achieving the Dream™

## Strategic Data and Technology Coach (Part-Time – 50%)

### Job Description

#### Overview

Achieving the Dream is seeking a part-time Strategic Data and Technology Coach to strengthen our impact in the field. This individual assists colleges in building capacity in the development, analysis, and use of student performance outcomes, efficiency outcomes, and equity outcomes to inform improvement efforts, including the use of local and national data. This position supports colleges in building a culture of inquiry to answer critical questions about who attends college, and who succeeds both in and after college. To advance goals of socio-economic mobility and equity, the Strategic Data and Technology Coach guides colleges in disaggregating data to identify the barriers that prevent low-income, first-generation college goers, students of color, and other historically marginalized students from succeeding.

This coach helps colleges develop evidence-based strategies to redesign and implement student-centered academic and student supports that improve student outcomes. This position provides opportunities to visit colleges, to be on the front lines of capacity building, and witness the transformative effect of ATD on our network colleges. This position also connects what is happening in the field to ATD's data and technology strategy, identifies opportunities for integration with ATD's overall strategic vision, and supports the development of thought leadership in student and institutional outcomes improvement. The Strategic Data & Technology Coach reports to the Chief Learning Officer. **This will be a part time position. Please include a cover letter along with the resume to be considered for this position.**

#### Duties and Responsibilities

##### Data and Technology Coaching (40%)

Through a combination of on-campus and virtual site visits, engagement at learning events, and virtual support, provide culturally responsive, customized coaching to:

- Guide colleges through data discovery using a combination of longitudinal data, snapshot data, quantitative data, qualitative data, and disaggregated data.
- Assist colleges in understanding and supporting the whole student experience.
- Build analytic maturity and a culture of inquiry using a combination of descriptive, diagnostic, predictive, and prescriptive analytics.
- Support colleges in the identification of a set of actionable, leading measures of success on which to focus improvement efforts.
- Facilitate data sessions to engage the broader college community in courageous conversations about performance, efficiency and equity outcomes, and barriers that prevent equitable outcomes for all students.
- Advise colleges on how to best align and leverage the college's National Student Clearinghouse data, Post-Secondary Partnership data, Voluntary Framework of Accountability data, and data from other local, state, and national sources, including relevant labor market data to inform decision-making.
- Connect colleges to relevant resources and guide colleges in evaluation of efforts with an emphasis on continuous learning.
- Foster a data culture of transparency, trust, and confidence.

East Coast Office

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## Achieving the Dream™

- Promote the essentials principles required to lead and sustain change.
- Provide strategic assistance on the redesign and implementation of academic and student support redesign that includes leveraging technology to transform the student experience.
- Support ATD's integrated student support fee-for-service engagements.
- Engage in peer coaching to reflect on current practices; expand, refine, and build new skills; share ideas; teach one another; and solve challenges colleges are facing in the field.

### **Post-Secondary Data Partnership (PDP) Support (40%)**

- Serve as a mentor for the PDP Onboarding Course.
- Contribute to content for the PDP Usage Course including use cases.
- Facilitate webinars, workshops, trainings, and sessions at learning events on navigating the PDP dashboards, disaggregating data using an intersectional approach and equity sensemaking.
- Mine the PDP analysis-ready files and contribute to research briefs.
- Champion the use of the PDP internally, by ATD coaches and by partner organizations.

### **Capacity Building (20%)**

- Support colleges in building institutional research capacity through the development of an effective data team and collaboration with information technology.
- Work with colleges to address broad capacity building needs based on an assessment of institutional capacity and support the development of action plans that align with college priorities.
- Provide deep strategic assistance to build data and technology capacity and a culture of inquiry and evidence.
- Guide colleges in aligning capacity building efforts to support the college's efforts related to accreditation, structured pathways, and targeted interventions.
- Recommend high quality capacity building resources aligned with the college's unique needs, budget limitations, and learning opportunities.
- Facilitate World Cafes and other group engagement activities to involve stakeholders in moving from insight to action.

### **Skills/Qualifications/Experience**

- Master's degree in statistics, policy analysis, operations research, social sciences, data science, or related discipline; Ph.D. (preferred).
- Minimum eight years of experience in data and analytics, with three to five years of practitioner experience at a postsecondary institution in institutional research, information technology, applied research, and/or institutional effectiveness, and program or grant evaluation experience.
- Experience as a consultant, coach, or facilitator.
- Experience in both quantitative and qualitative research methods.
- Must be able to communicate effectively, both orally and in writing, with a variety of groups including technical, professional, and executive audiences; ability to distill complex findings and concepts into key data-points, and effective data visualizations and narratives.
- Ability to work productively in both team and independent settings.
- Exceptional customer service skills and professional demeanor with high emotional intelligence
- Must be self-motivated and disciplined, with capacity to be highly productive working under pressure and within time constraints.
- Flexibility and a tolerance for ambiguity; must be able to manage and champion change effectively
- Commitment to the equity and diversity values and mission of ATD.



## Competencies

**Systems Thinking:** Defines the system and one’s role in the system. Sees relationships and the dynamic elements of the holistic system and executes work accordingly. Influences the said system. Maps connections to ATD’s external landscape

**Learning Orientation:** Embraces challenges, new ideas, and different perspectives as an opportunity to learn. Teaches others to foster learning

**Change Agent:** Serves as an agent of change at a personal, team, and organizational level to pursue outcomes for students. Adapts as the environment changes, while managing associated risks. Motivates staff, team, organization, and partners to activate the change needed to advance defined priorities.

**Collaboration:** Acts as a team player who is responsive to others’ priorities, processes, and roles. Demonstrates willingness to collaborate, respect, and humility when seeking to understand others and making decisions. Strives to break down silos across programs and levels.

**Disciplined Execution:** Demonstrated ability to manage work processes effectively and efficiently to deliver high-volume, high-quality work.

**Effective Communication:** Ability to actively listen and thoughtfully question to create greater understanding and offer insights that advance problem-solving.

**Emotional Intelligence:** Demonstrates self-awareness and self-regulation and recognizes impact of personal behavior on others.

## Position Details:

Position Type:	Part-Time, Exempt
Salary Grade:	9
Reports To:	Chief Learning Officer
Work Location:	Remote
Travel:	Significant <b>(ATD is currently working remote through January 4, 2022)</b>

## Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. The noise level in the work environment is usually moderate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties of this position.

## Equal Opportunity Employer

Achieving the Dream, Inc. (ATD) attracts, develops, and retains highly qualified and diverse individuals. ATD is committed to creating and maintaining a diverse work environment and is proud to be an equal opportunity employer. Employment policies and decisions at ATD are based upon merit, qualifications, performance, and business needs. All qualified candidates will receive consideration for employment without regard to age, race, color, national origin, gender (including pregnancy, childbirth or medical conditions related to pregnancy or childbirth), gender identity or expression, religion, physical or mental disability, medical condition, legally- protected genetic information, marital status, veteran status, or sexual orientation.



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10/19/2021

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