

Director of Data and Strategic Learning

Job Description

Job Title: Director of Data and Strategic Learning	Reports To: COO
Department: Data and Strategic Learning	Starting Salary: 72,000
Location: Central Oklahoma, hybrid of in-person and virtual	Classification (FLSA): Full-time; Exempt

About Thrive

Vision: A culture in which opportunities for youth to pursue education, careers and well-being are not limited by teen pregnancy.

Mission: We are building a movement to improve sexual health outcomes for youth.

We do this by:

- Acting as the facilitator of the Collaboration with a common agenda focused on reducing Oklahoma County's teen birth rate by an additional 25% by 2025.
- Convening, supporting, and connecting our partner network of content and context experts to have the biggest impact.
- Engaging and mobilizing the community around our cause and the work of the Collaboration.
- Evaluating and sharing data for the purposes of strategic learning and the more effective collective impact.
- Advocating for youth to have access to resources, services and medically accurate information about sexual health.

Position Overview

The Director of Data and Strategic Learning will oversee the collection, analysis, dissemination and utilization of adolescent health and sexual health data from national, state and local sources to create and contribute to the organization's efforts on shared measurement, evaluation, strategic learning, policy change and position statements, and public awareness. This position will oversee all evaluation activities of the organization and coordinate with six or more partners regarding the shared measurement activities of the Collaboration, including implementing and maintaining uniform evaluation protocols, and implementing, coordinating and reporting on evaluation activities for grants. The position must work well with a variety of stakeholders, including government agencies, schools, nonprofits, partner organizations, policy-makers and community leaders, who have different levels of familiarity and experience with data and evaluation. The Director of Data and Strategic Learning will cultivate relationships and position themselves as a thought leader on data, evaluation, strategic learning, research and policy as it relates to adolescent sexual health outcomes.

Skillset

The Director of Data and Strategic Learning must have strong analytical and communication skills to effectively assess data and communicate outcomes to Thrive staff, the Board of Directors, and

community partners. The Director of Data and Strategic Learning should be able to translate data into workable stories which Thrive can then utilize to inform the public. In partnership with the evaluation team, the Director of Data and Strategic Learning will oversee the execution of data gathering and assessment, and will lead the strategic learning efforts of both Thrive and the Collaboration.

The Director of Data and Strategic Learning shall display the following skills:

- Ability to understand and embrace collective impact and shared measurement philosophies;
- Outstanding writing skills including the ability to translate complex data into meaningful messages for a variety of audiences;
- Ability to collect, track, verify, analyze and interpret data into usable materials.
- Ability to build relationships and create alignment with individuals from a wide range of perspectives and backgrounds.
- Ability to work independently to plan projects, track tasks, assess progress, and follow through on the execution of plans.
- Ability to be creative and engage in system-level problem-solving.
- Understanding of multiple evaluation methods and their various applications to assessing the impact and quality improvement needs of community programs. An emphasis is placed here on the familiarity with statistics and quantitative data.
- Understanding of the connection between data, public awareness activities, and policy.
- Ability to communicate effectively one-on-one, in group settings, and in public presentations to a variety of audiences.

Essential Functions of the Job

The Director of Data and Strategic Learning will work closely Chief Operating Officer (COO) to coordinate evaluation and data collection activities to ensure the overarching vision for Thrive is realized. The Director of Data and Strategic Learning will lead the collection, analysis and dissemination of diverse and equitable data and research according to best practices. The Director of Data and Strategic Learning will stay current with sexual health, equity, collective impact and general research best practices and data trends in order to provide insight into programmatic and strategic planning for Thrive and the Collaboration. Specific duties will include, but are not limited to, the following:

Data and Strategic Learning Department Leadership (40%)

- This position reports directly to the COO.
- Oversee the daily operations of Thrive's Data and Strategic Learning Department and the work of Thrive Data and Strategic Learning personnel.
- Ensure that there is continuous communication and cohesiveness between the Data and Strategic Learning Department and all Thrive departments.
- Manage Data and Strategic Learning staff, coordinate activities and ensure strategic cohesion between the Data and Strategic Learning Department and Thrive's overall strategic plan.
- Lead in partnership with the COO for visioning and strategic planning for the Data and Strategic Learning Department.
- Design and implement data evaluation strategies, plans and procedures that are in alignment with Thrive's mission.

- Ensure timely and appropriate communication regarding data and evaluation activities to the COO and Thrive staff.
- Evaluate Data and Strategic Learning Department project and staff performance by analyzing and interpreting data and metrics and flexibly addressing operational precision, and reporting to the COO as necessary on a case by case basis.
- Complement COO's leadership and management style.
- Work with the COO to set comprehensive goals for the Data and Strategic Learning Department's growth and success.
- Analyze and interpret data and metrics to aid the COO in making informed decisions for the organization.
- Manage and maintain positive relationships with the Collaboration's leadership groups, partners and funders.
- Be responsible for overall project reports to the COO.

Collaborative and Shared Measurement (30%)

- Create, roll-out, and maintain a data collection plan specific to previously determined shared measures of the Collaborative, including training and capacity building of partner organizations.
- Develop, implement, and sustain an evaluation methodology for the Thrive Collaborative (inclusive of all partners) and for Thrive in its role as a backbone agency (internal).
- Establish, implement, and maintain comprehensive data collection standards, policies, procedures, and training to support efficient, accurate, and timely data tracking and to ensure data quality and integrity, including reliability and validity.
- Execute strategies to ensure that collected data is used to improve implementation, modify programs, hold partners accountable, and share outcomes with the general public.
- Strengthen existing relationships and build new partnerships with members of the Collaborative to ensure organizational-specific capacity exists to participate in data collection efforts.
- Prepare and deliver periodic updates and reports on the progress of the Collaborative to the organization's Board of Directors, advisory groups, and other partners.
- Oversee the collection and maintenance of programmatic data, reports, inventories, and other documents related to the shared measures of the collaborative. This may include overseeing the creation or purchase of necessary software or database applications.

Data Collection and Analysis (30%)

- Foster productive working relationships with other state and national agencies that have access to and utilize adolescent health and related data (i.e. OKC-County & State Health Departments, OK Policy, etc.).
- Conduct secondary analysis of the existing national, state, and local level data and research related to adolescent health to help better position the policy, learning and communications efforts of the organization.
- Prepare, write, and disseminate high-quality, research-based, and professional issue

- briefs, fact sheets, opinion pieces, blog posts, and policy positions.
- Commit to professional development and creating a culture of continued learning by subscribing to appropriate newsletters and journals, and attending and presenting at conferences, trainings, and other opportunities.
 - Represent the Collaboration in a variety of public settings with the aim of using data and evaluation results to build partnerships, engage potential funders, influence policy decisions, and contribute to the overall learning of the Collaboration, the public and Thrive stakeholders.

Physical and Travel Requirements

- Less than 20%, primarily by car.
- Occasional travel is required during evenings and weekends.
- Occasional lifting up to 25 lbs., bending, and kneeling throughout the day
- Prolonged standing, sitting, and walking
- Valid Driver's License and Auto Insurance Coverage

Educational Experience Requirements

- Master's degree, preferably in Public Health/Social Work/Policy & Administration with a focus on data collection and analysis;
- Significant experience (professionally or academically) with data analysis and evaluation methods/results;
- Experience developing initiatives and projects in a team-oriented environment across multiple projects and priorities;
- Experience with utilizing common data programs for collecting inputs and reporting outputs;
- Experience working with government agencies and community partners;
- Experience with adult learning design and/or teaching/coaching adult learners preferred, not required.

Thrive is an equal opportunity employer and complies with all applicable federal, state, and local fair employment practice laws. Thrive strictly prohibits and does not tolerate discrimination against employees, volunteers, applicants, or any other covered person because of race, color, religion, creed, national origin or ancestry, sex (including gender, sexual orientation, gender identity/expression, and pregnancy), age, physical or mental disability, veteran status, genetic information, citizenship, or any other characteristic protected under applicable federal, state, or local law.

Please send a resume, cover letter and three references to info@thriveokc.org