**Data Analyst** 

**TITLE:** Data Analyst

**REPORTS TO:** VP, Partnerships & Impact

**FLSA STATUS:** Non**-**Exempt - Part-time

**SUPERVISES:** N/A

**DATE:** Position Begins on February 15, 2021

**NOTE:** Temporary, Grant-funded, Virtual/Remote Position

 All candidates must be processed for employment through Debbie’s Staffing Services.

**Job Description:**

Second Harvest Food Bank of Northwest NC is looking for a Data Analyst with a passion to serve others in our mission to end hunger in our community. We provide food and support to a network of over 400 local partners, such as food pantries and meal programs for vulnerable children, seniors, and adults. One in seven adults and one in five children across our 18-county service area are at risk of hunger, going without enough food to thrive. As part of the Partnerships and Impact department, you will be supporting our efforts to utilize data to more effectively understand and serve those in our service area. We’re looking for a data-savvy professional who can uncover the story behind numbers and tell that story to both technical and non-technical audiences to drive strategy for our organization. If you have a proven track record and passion for analyzing, communicating, modeling, mapping, and visualizing purposeful data, and a collaborative and analytical approach to your work, we highly encourage you to apply by submitting your resume to Nikki McCormick, VP – Partnerships & Impact, nmccormick@secondharvest.org.

**Responsibilities Include:**

* Act as point person for performing rigorous statistical data analysis in-house to support organizational learning and performance management
* Develop data analysis protocols and conduct in-depth data analyses with quantitative and/or qualitative methods, as appropriate, and provide analyses of the data findings, from both original data sources, including the supply chain, client, donor, and other related datasets, and secondary sources including, but not limited to, Census Bureau data, American Community Survey estimates, etc.
* Create models to identify trends and track changes across time
* Work with management team to structure an analytic environment that supports ongoing problem-solving, leveraging expanding data tied to people and ending hunger
* Locate and define any new food bank process improvement opportunities, and identify and recommend ways to optimize resources by streamlining efforts
* Identify, source, and support cleansing new data sources to improve our ability to advocate, fundraise, and explain to donors the needs of those we serve
* Serve in critical roles for data-centric projects for the food bank, gathering and compiling data from multiple sources across the food bank
* Assist with data automation projects to improve the efficiency and accuracy of reporting and analytics
* Participate and help design surveys, evaluation studies, and research projects for the food bank, as needed, in partnership with other departments
* Develop analytical presentations to share with key stakeholders, including members, research partners, and donors
* Train staff on data use, data analysis, and data systems as needed
* Perform other work-related duties as assigned

**Experience and Skills Required:**

* Bachelor's degree or equivalent experience in business/data analytics, computer science, statistics, mathematics, social science research, or another related field (Master’s degree preferred)
* Experience in statistical or other data analysis; Proficiency in MS Office applications and SPSS, STATA, R, Python or SAS required (proficiency with SQL and Tableau/other BI tools preferred)
* Strong and proven understanding of data cleanup challenges, data management strategies, and logical database design
* Experience working with databases and manipulation of data
* Demonstrated success in team environments as well as competencies in adaptability, collaboration, and communication
* Committed to organizational mission of ending hunger