Manager of Data and Evaluation
(Full-time)

About the Organization: Detroit PAL is a non-profit that believes Detroit's Future is Kids First! We are passionate and purpose-driven, with a mission of Helping Youth find their Greatness. Detroit PAL is doing great things in the City and region through athletics, enrichment programs, and community initiatives that positively impact 10,000+ youth annually. We teach our G.R.E.A.T. Model of Goal-setting, Resilience, Embracing a healthy lifestyle, Accountability, and Teamwork. PAL empowers the community by training and partnering with 1,000 coaches and volunteers, by running quality youth development programs, and by creating safe places for kids to play. Detroit PAL's headquarters is at The Corner Ballpark, the site of the Old Tiger Stadium on Michigan near Trumbull. We facilitate programming at 75+ other locations and facilities.

About the Role: Are you data driven? Does a powerfully built spreadsheet produce inner calm and happiness? Do you have an interest in working within a team to quantify the results of their sports & youth enrichment programs? If so, read on.

This is a newly created position, reporting to the CEO. As Detroit PAL continues to expand programming, it has become critical to have a full-time team member devoted to data tracking design and execution. The role of the Manager of Data and Evaluation is to establish a solid foundation of data reporting and take it top level.

While this role will require significant time in front of monitors, to be successful, this position requires interaction across the departments, working with colleagues to understand the activities of Detroit PAL. Occasional attendance at programmatic sports and youth enrichment events will be helpful in learning and exceling in this position.

Please spend some time on our website, reviewing all the activities and endeavors of Detroit PAL. The team at Detroit PAL promises you this, even in a data position, **no two days will ever be the same.**

Duties & Responsibilities:

- Develop and maintain reporting tools.
- Perform data discovery, analysis and modeling.
- Analyze programmatic processes to ensure efficient and effective data collection.
- Create and manage the systems to consistently evaluate all Detroit PAL programs for effectiveness.
- Communicate and validate data collection requirements with relevant stakeholders.
- Work with team members to plan for and lead with program reporting including storytelling, surveys, and data analysis.
- Represent Detroit PAL in the community by being a positive role model in all interactions.
- Keep kids first and the mission first.
- And other related duties as assigned.

<u>Knowledge, Skills, and Abilities:</u>

- Strong work ethic.
- Solid organizational and project management skills.
- Ability to learn systems and software easily.
- Team player mentality.

<u>Qualifications:</u>

- Excel expert.
- Experience with Salesforce or other CRM systems a plus but not required.
- Knowledge of statistical software such as R or Python a plus but not required.
- Bachelor's degree in a related field such as Data Analytics, Mathematics, Finance, Statistics, Economics, etc.
- 2 – 5 years of experience in a data management and evaluation position.

<u>This is A Great Opportunity</u>

This is a great opportunity to join an expanding organization in a role that will move the organization forward.

To **apply** for this position, please email your resume and cover letter to **hiring@detroitpal.org**. Please indicate the position that you are applying for in the subject line of your email and include a phone number within your email. In addition, let us know how you found this position posting. Was it forwarded to you or did you see it on a website? If so, which website?

Applications will be accepted and reviewed on a rolling basis until the position is filled. Thank you.