



Data Strategy Manager

Salary: \$90,000 - \$100,000, annual salary, Exempt

Job Type: Term Limited

This position is supported through the WA State 1115 Medicaid Waiver with funding through December 2023. Potential to continue the position depending on funding availability.

Location: 1000 Second Ave., Suite 1730
Seattle, WA 98104

Closing Date: January 24, 2022 at 11:59PM PST

Schedule and Worksite: This position works full-time Monday – Friday during standard business hours. HealthierHere is currently performing all work remotely during the pandemic. Some of the work may continue remotely on an ongoing basis, depending on business needs. There will be situations where the employee is required to report to the HealthierHere downtown Seattle office and/or an off-site HealthierHere work location. Employees will be provided with a HealthierHere-issued laptop and must maintain a workspace with an internet connection where they can reliably perform work and remain available and responsive during scheduled work hours. Employees must reside in the Washington state Puget Sound region, and within a reasonable distance of the HealthierHere office in King County to respond to workplace reporting requirements.

Summary

As a member of HealthierHere’s Finance and Data Strategy team, the role of Data Strategy Manager is to support the implementation of HealthierHere’s data strategy portfolio – with a focus on strengthening the organization’s data management operations and expanding the use of data to inform HealthierHere’s innovative work. The data strategy efforts at HealthierHere work to ensure that data, both quantitative and qualitative, are accessible, representative, participatory, and protected, to support the responsible and effective use of data to inform our work. The Data Strategy Manager will work with the Associate Director to implement a diverse portfolio of workstreams, including supporting the operationalization of data privacy and security policies; day-to-day support across internal teams in the form of quantitative and qualitative analytics and the use of existing review tools/resources; project management of evaluation and process management activities; day-to-day support of data management

HealthierHere’s goal is to build a highly skilled, diverse, and motivated team of employees who prioritize social justice and racial equity, are committed to creating forward progress in transforming the health of the population in King County, working together to meet our community’s needs.

Major Responsibilities

Evaluations and Process Management

- Support the planning and implementation for HealthierHere evaluation activities, including:
 - o Provide technical assistance and training related to data collection processes and tools
 - o Provide day-to-day oversight of data collection activities
 - o Clean and analyze evaluation data
 - o Draft presentations/key finding materials
- Support Connect2Community process and network management activities
 - o Receive and clean raw data
 - o Conduct initial analyses and visualizations for regular network management indicators
 - o Provide support for cleaning and analyzing qualitative data – consumer engagement (surveys, focus groups, interviews)
 - o Begin planning for data matching and analysis across multiple data sets

Data Collection, Analysis, and Management Support

- Provide support for the development and maintenance of internal “data inventory” for HealthierHere
- Work with internal teams to support regular data collection and reporting activities
- Conduct the extraction, cleaning, analysis, and visualization of data collected from HealthierHere contracted partners
- Create and utilize presentation materials and visualization tools to support the use of data for internal planning, decision-making, and monitoring
- Provide technical support to teams regarding data collection activities – survey reviews, focus group/interview preparation, etc.
- Support creation of HealthierHere data standards and best practices
- Provide support, through data cleaning, workbook management, analyses, etc. for procurement processes

Data Privacy and Security

- Oversee and manage staff training related to data privacy, security, and other data management related topics
- Lead the management and response to staff regarding questions about data usage, access, security protocols, etc.
- Conduct regular audits of internal systems to ensure compliance with access rules
- Assist Associate Director in implementation of BAA/DSA requirements
- In partnership with Associate Director, draft new/updated policies, as needed

Experience, Qualifications, Knowledge, Skills

- Deep and demonstrated personal commitment to advancing equity and social justice, and strong alignment with HealthierHere’s organizational values
- Demonstrated ability to engage individuals respectfully and effectively from different cultures and backgrounds
- Education degree can substitute up to two years of experience
- 3-5 years of related technical experience, specifically in the areas of:
 - Performing data analysis and demonstrated technical proficiency with data manipulation and analysis
 - Utilizing data and information to inform organizational operations, program planning and implementation, performance management, and/or strategic planning efforts
 - Overseeing data management practices, including privacy and security protocols, data quality systems, and data sharing practices.
- Experience working with a variety of organization/program types, in particular cross-sector and cross-agency data sharing
- Experience with data management and analyses in a social services and/or healthcare context.
- Demonstrated strong written and communication skills, with specific skill for translating advanced analytic/technical concepts into a format and language that is understandable and actionable to a broad audience of stakeholders
- Strong verbal and interpersonal communications skills; adept at building and fostering positive working relationships with colleagues and partners
- Ability to operate effectively and collaboratively in a fast-paced, changing environment
- Skilled project management, specifically the ability to carry out complex work in collaboration with colleagues and partners, leading projects to completion with limited supervision
- Proficiency with Microsoft Office (Outlook, Word, Excel, PowerPoint, and SharePoint), with specific experience working with large datasets in Excel
- Experience working with statistical software (R, STATA, etc.) and/or visualization software (Tableau, Microsoft BI, etc.), preferred

How to Apply

To apply, please send your cover letter and resume to: careers@healthierhere.org with “Data Strategy Manager” in the subject line.

Application period closes on Monday, January 24, 2022, at 11:59 pm Pacific time.

As an equal opportunity employer, HealthierHere is committed to a diverse, multi-cultural work environment. Healthier Here does not discriminate in employment based on age, race, creed, gender, religion, marital status, veteran’s status, national origin, disability, or sexual orientation. People of color, women, veterans, people with disabilities, and people of diverse sexual orientations are encouraged to apply.

About HealthierHere

HealthierHere is a non-profit regional collaborative committed to reducing health disparities, advancing equity, and improving the well-being of all people in King County through innovative, cross-sector collaborations. We partner with community members and leaders from diverse sectors (health providers, social service agencies, community organizations, and consumers) to catalyze, test and invest in new and better ways to address health and social need so that all people can get the care they need, how they need it, when they need it.

HealthierHere is one of nine Accountable Communities of Health (ACH) in Washington State working to transform the healthcare delivery system, improve population health, prevent disease and address the social determinants of health. We strive for the “quadruple aim”—providing better care, lower costs, and a better experience for patients and providers.

As an organization, HealthierHere operates under a set of core values that include equity, community, partnership, innovation, and results. These values guide our work with each other and with our community partners. HealthierHere leads with equity. We work to intentionally eliminate disparities and address the current power dynamic and structural racism in our health care system that perpetuates inequities. We believe that every community member in King County should receive the type of care that they deserve - with respect and without stigma - to address their unique and individual needs.

As our name suggests, we are committed to health equity and believe that here, in King County, *everyone’s* health matters.

More information about HealthierHere can be found at: <https://www.healthierhere.org>.