Position: **Data Analyst**
Location: **Catholic Schools Office, Fall River, MA**
Classification: **Full-time, Exempt**

The Diocese of Fall River is seeking a **Data Analyst** to join our team at the Catholic Schools Office in Fall River, MA. We are seeking a self-motivated and team-orientated individual of high integrity who possesses a great work ethic and is passionate about fulfilling "Christ's work on earth!"

The Diocese of Fall River is standing on the threshold of a life-changing chapter in its 117-year history, and we are looking for someone who is driven to be an integral part of this exciting team. The Diocese of Fall River, established on March 12, 1904, serves Southeastern Massachusetts, Cape Cod and the Islands, and covers 1,194 square miles. This Catholic community is divided into five territories or deaneries; has 132 entities, such as schools, nursing homes, and cemeteries and 288,000 persons who worship in 80 parishes and 11 mission churches.

The **Data Analyst** will report to the Superintendent of Schools.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
- Develop a centrally located hub for school data at the Catholic Schools Office to be used in each school's cycle of continuous improvement.
- Identify strengths and challenges across the Diocese and within schools based on student achievement data and share findings with relevant teams after each major assessment.
- Create tools and reports for school stakeholders that empowers them to make data-informed decisions.
- Support the design and implementation of internal studies to analyze effectiveness of current models and programs.
- Identify leading indicators for school achievement metrics used to evaluate school health on a continuous basis.
- Collaborate with senior leadership to analyze survey data and provide actionable insights to drive employee retention.
- Create tools to measure and assess teacher performance.
- Create tools to measure and assess school leader effectiveness.

- Provide professional development opportunities for school leaders that will support the mission of the Diocese, the Catholic Schools Office, and each school in the area of data - informed decision making
- Oversee and ensure the accuracy of data collection and entry into data platforms.
- Any other duties as assigned by the Superintendent.

QUALIFICATIONS:
- Bachelor's Degree from an accredited institution of higher learning and a minimum of five years' experience in the field, preferably in Catholic education.
- Demonstrate an awareness of, and commitment to, the Catholic traditions of education, service, and social justice.
- Possess the ability to lead and represent a Catholic organization with integrity and to work harmoniously with diverse learning communities.
- Knowledgeable of current and emerging trends in the field of data analysis.
- Exceptional communication and interpersonal skills, including the proven ability to engage with, and inspire a wide range of stakeholders.
- Possess critical thinking and problem-solving skills.
- Have a passion for problem solving, data analysis and data systems.

PHYSICAL PERFORMANCE ELEMENTS:
- Local travel within the Diocese required.
- Ability to use a computer workstation for up to eight hours/day.
- Ability to sit or stand for extended periods of time.

The Diocese of Fall River offers a competitive compensation program and a comprehensive employee benefits package, including a generous paid time off policy.

Please submit your cover letter and resume to Jennifer Oliveira, Human Resources Manager. E-mail: Joliveira@dioco-fr.org; Confidential Fax: (508) 689-7920; Mail: Diocese of Fall River, The Chancery, 450 Highland Avenue, Fall River, MA 02722.

Equal Opportunity Employer