



**Position:** Data Specialist

**Start Date:** Immediate

**Reports:** Director of Operations

New Dawn Charter Schools are looking for an experienced Data Specialist to oversee all aspects of data at our schools, including reporting to the State and our authorizer. Both New Dawn schools are NYC Charter Transfer Schools, meaning we only enroll students who are over-aged or under-credited compared to their peers. We never recruit from 8<sup>th</sup> grade; all students must have failed at one or more high school(s). Transfer Schools face significant push back from the State since these schools can never meet the requirements of ESSA, not because we are not doing our jobs, but because the parameters of State measurement are wrong for this group of schools.

If your dream job is centered on collecting data, developing ways in which to collect data, developing statistical models of data, cleaning data, analyzing problems with data, and playing with Excel/statistical packages then this may be the role for you. The candidate who accepts this position will be responsible for all data, from enrollment, attendance, behavior, graduation, testing, and final outcomes. This individual will also become a member of the Differentiated Accountability Team (formerly Alternative Accountability Team), working with our authorizers to develop additional measures for alternative schools.

The successful candidate will hold at least a Bachelor of Arts in any field with an emphasis on data analysis and have experience with handling data. And like all data/research people, this individual will:

- have a second sense about attention to detail
- thrive under deadlines and timelines
- be able to compile last minute requests from stakeholders for information based on data
- have the ability to communicate complicated findings for marketing, audits, and reports, and be a collaborative team player

If interested, please write a cover letter explaining your favorite “aha” experience with data or your biggest data mistake and how you resolved it. Or, we love data, write about both.

Send your cover letter and resume to [sasmussen@ndchsbrooklyn.org](mailto:sasmussen@ndchsbrooklyn.org).