OFFICE OF SCHOOLS
Traditional 235 work days
FTE: 1.0
Salary Range: $65,129 - $78,863

Essential Functions and Objectives:

Responsible for performing advanced technical analysis to solve business problems using advanced methods. Provides information that may inform the district on key decision-making for priorities and project work cross functionally. Administers updates to procedures, improvements, and reporting within district wide systems and platforms.

Designs and implements a system of measures, integrating a variety of qualitative and quantitative data, including leading and lagging indicators aligned to the goals and theories of actions to inform continuous improvement efforts, the spread and scale of effective practices and grant reporting through a lens of equity. Leverages district-wide systems and platforms and performs advanced technical analysis to solve school and organizational problems using advanced methods. Builds system capacity to continuously improve and maximize the impact of a grant funded network of schools.

This is a grant funded position that ends in June 2025.

- Directs and develops research methodology used to fulfill grant reporting requirements, with a strong equity focus; creates metrics, examines data, interprets findings and extracts insights to inform knowledge management; uses advanced
statistical analysis, qualitative analysis, relevant academic research, the development and interpretation of measurement tools for improvement as well as other tools for measuring grant implementation and outcomes.

- Develops guiding resources to support use and interpretation of data and reporting; provides managers and leaders with increased capacity to analyze data through the lens of equity and in aligning short- and long-term goals and measures.

- Collaborates with district and school teams to define data sources and design data collection and analysis routines; collaborates with coaches to evaluate effectiveness of change ideas at different stages of development - design, initiating, adapting and iterating, scaling - and designs and facilitates a variety of dynamic professional learning experiences to strengthen data use.

- Assists in organizing and aligning intended short, medium and long-term goals and indicators of success (e.g., driver diagram measures).

- Navigates district portals and systems and improves data storage practices to optimize extraction, analysis and delivery of content; manages data collection and input process into systems; defines and creates queries; ensures reporting needs are documented and to meet overall objectives and grant reporting needs with a commitment to centering equity into systems of measures.

- Clearly communicates findings in compelling ways and in clear, easy to understand graphical representation (charts, graphs, etc.) to stakeholders and leadership.

- Maintains both the integrity and confidentiality of all data, research and analyses.

**Knowledge, Experience & Other Qualifications:**

- Three (3) or more years of experience in continuous improvement, research in education and/or evaluation is required.

- Aptitude for variety and changing expectations in a fast-paced environment.
- Strong attention to detail.
- Effective communication skills.
- The ability to take responsibility for one’s own performance.
- Works collaboratively with others on a team.
- Ability to work in a multi-ethnic and multi-cultural environment with district and school leaders, faculty, staff and students.
- High degree of integrity in handling confidential information.
- Advanced experience with G-Suite: spreadsheets, forms, databases, data studio, and slides; data visualization and data cleaning, coding and validation.
- Knowledge of Continuous Improvement approaches and awareness of design thinking approaches, liberatory design, equity by design is preferred.
- Knowledge of program evaluation best practices, including supporting skills (e.g., data analysis, tool development, logic model design, data gathering) and the ability to present highly technical program evaluation and/or research processes, data and procedures to non-technical audiences is preferred.

**Education Requirements:**

- Bachelor's Degree in Education, Mathematics, Social Science, Public Policy or related field is required.
- Master's Degree is preferred.

**Additional Information:**

- Compensation Structures: http://thecommons.dpsk12.org/Page/244
- Employee must live and work with a permanent home address in Colorado while working for Denver Public Schools.

**About Denver Public Schools:**

Denver Public Schools is committed to meeting the educational needs of every student with great schools in every neighborhood. Our goal is to provide every child in Denver with rigorous, enriching educational opportunities from preschool through high school graduation. DPS is comprised of nearly 200 schools including traditional, magnet, charter and alternative pathways schools, with an enrollment of more than 90,000 students.

DPS has become the fastest-growing school district in the country in terms of enrollment and the fastest-growing large school district in the state in terms of student academic growth. Learn more at dpsk12.org.

Denver Public Schools is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, age, disability, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.