Branch Alliance for Educator Diversity (BranchED)
Data Coach

Organizational Description	More than half of American public-school students are children of color, and only 18% of their teachers are from these same racial and ethnic groups. The Branch Alliance for Educator Diversity (BranchED) was founded in 2017 to empower, connect, and advance Minority Serving Institutions (HBCUs, HSIs, tribal colleges, and others) to maximize programming and drive innovation in preparing highly-effective educators who reflect and champion the diversity of our nation's school children. These 290 Minority Serving Institutions (MSIs) comprise 14% of education providers in the United States but prepare 46% of our nation's teachers of color. BranchED is the first and only non-profit organization in the nation that is dedicated to strengthening and growing educator preparation at MSIs, with the larger goals of both diversifying the teaching profession and intentionally addressing critical issues of educational equity for all students. BranchED has three goals that guide its work: • **Empower:** working together to strengthen and grow MSI educator preparation programs by providing capacity building support that enhances MSI capabilities • **Connect:** strengthening relationships among MSIs by building partnerships to spur collaboration and innovation • **Advance:** amplifying a collective voice and advocating for shared interests by promoting awareness of educator diversity and championing MSIs
Position Objective	The Data Coach (DC) serves and communicates with multiple levels of stakeholders who are part of our National Educator Preparation Transformation Center. The DC functions as facilitator, consultant, and mentor, providing specialized coaching, development, and technical support to MSIs focused on building and implementing effective data management and usage, and transitioning from a culture of compliance to a culture of inquiry. The DC will also collaborate with the data analyst to manage various collection and analysis processes using data from MSIs to inform program technical support and research opportunities associated with BranchED.
Essential Functions –	**Program Implementation** - Lead data reporting and assessment alignment sessions designed to support MSIs with establishing and implementing effective data use for EPP programming.

| | - Support all MSIs in the coaching cohorts with establishing and effectively using data to support continuous improvement planning/transformation plans.
- Conduct diagnostic, formative, and summative assessments aligned with BranchED's Quality Framework and communicate findings and recommendations via written reports and presentations:
    o Community of Learners
    o Data Empowerment
    o Inclusive Pedagogy
    o Practice Based Approach
    o Intersectional Content
    o Equitable Experiences
- Document services provided, assessment results, and collaborate with other Continuous Improvement Coaches in supporting entire scope of MSIs
- Utilize systems and tools to ensure proper documentation, measurement, and accessibility
- Assist on program effectiveness analysis and use outcomes to continuously improve internal program design
- Working knowledge of statistics
- Exceptional technical writing skills

Data Collection and Monitoring
- Ensure data collection and reporting methods are accurate, effective and efficient
- Lead data collection, entry, and validation practices and procedures for MSIs.

Data Sharing & Reporting
- Develop and collaborate on data presentations and contributions, inclusive of a variety of audience-appropriate data visuals for internal and external audiences, including diverse evaluation and higher education research entities, for all programming and services offered by BranchED

Other
- Support the program team with identifying data sources, calculating baselines, setting targets, benchmark goals, etc.
- Support the program team with assuring technical assistance programs are developed based on researched, evidence-based practices
- Consult the program team on technical assistance and training for EPP's on effective data use and empowerment
- Along with BranchED's leadership team, helps develop and contribute to the organizational culture and values
- Other duties as assigned |

Education & Experience	**Minimum Qualifications** - Bachelor's degree or higher from an accredited college or university required, preferably in IT and social science or education - Minimum 2+ years of related experience in higher education, or national education technical assistance organizations - Ability and understanding of how to present data in an applicable and functional manner and communicate complex data in a simple, actionable way - Ability to visualize data in the most effective way possible for a given project or study Familiarity with data visualization and presentation skills. Knowledge in using Excel or other software to develop graphs and tables for a general audience - Knowledge of multiple data collection, analysis, and management tools - Stay abreast of research based instructional strategies by attending professional development sessions and reading professional educational research. - Familiarity with business intelligence tools (e.g., Tableau) - Strong mathematics skills (e.g., statistics, algebra) - Advanced ability to perform exploratory data analysis - Experience with common data science toolkits - Understanding of designing, planning, conducting, and evaluating one or more service areas in which BranchED is engaged: higher education, educator preparation programs, educational and support service programs. - Experience using data to support and drive programmatic decision-making and improvement - Experience navigating data management software. - Understanding of quantitative and/or qualitative methods to highlight the assets and community needs of diverse and marginalized communities - Familiarity with demographic and educational datasets. **Preferred Qualifications** The ideal candidate for this job has a demonstrated track record in project management, creating the new and different, and implementing innovative approaches. - Demonstrate skills and sensitivity to the cultural/linguistic differences of team, participants, and community - Ability to influence without authority and work with a team. - Ability to work independently, set and achieve goals - Experience and skills in consultative and collaborative leadership with faculty across disciplines is essential, as is experience and skill in working with diverse and underserved student populations in higher education - Strong attention to detail, analytical and organizational skills

	- Knowledge of appropriate techniques and practices for the educator preparation population - Experience with Salesforce or other client case management software, highly preferred
Personal Characteristics	- Ability to thrive in a fast-paced environment and willingness to 'roll up sleeves' to get things done - Ability to build authentic relationships - A positive attitude, high degree of flexibility, creativity, dedication, resourcefulness, and energy - Ability to work independently and with team members from different backgrounds - Excellent attention to detail - Ability to communicate effectively - Self-directed and capable of working to meet quick turnaround and deadlines independently - Maintain a professional attitude, confidentiality, and respect cultural differences - A passion and commitment to transforming teacher preparation programs in MSIs - A visionary with ability to anticipate needs and future opportunities - Creative problem-solver with ability to identify and address issues proactively - Committed to equity and diversity
Compensation	Competitive with skills and experience. BranchED offers a competitive benefits package.
Reports To	Vice President of Strategy
Location	Flexible
Setting	This position operates remotely. Frequent travel to MSI sites, and national conferences and convenings is expected, as well as occasional lifting.

Application Procedure

Applications with current resume **and** letter of interest should be sent electronically to talent@educatordiversity.org. The review of applications will begin immediately and will continue on a rolling basis until the position is filled.

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