



Professional Vacancy Richardson ISD

POSITION: RSSP DATA FELLOWSHIP (30 MONTH ASSIGNMENT – GRANT-FUNDED)

REPORTS TO: EXECUTIVE DIRECTOR - ACCOUNTABILITY AND CONTINUOUS IMPROVEMENT

CONTRACT PERIOD: 226 DAYS **POSITION CONTROL #** 52016799

SALARY **LOCAL PAY GRADE:** ATQ **SALARY:** \$67,500 - \$72,644

PRIMARY PURPOSE: This position will directly support the development of the district's RSSP 1a COVID Recovery and Learning Acceleration Strategic Plan as well as performance manage and continuously improve efforts towards the vision and goals set in this plan.

QUALIFICATIONS AND SPECIAL SKILLS: **Education/Certification**
Bachelor's degree in a quantitative field of study (i.e. Computer Science, Statistics, Mathematics), qualitative field of study (i.e. Education, Social Science), or equivalent experience

Experience:
3+ years of experience in data analysis techniques and reporting, or related tasks
Must be familiar with Excel (required); *experience in R, Python, and/or SPSS preferred*
Experience with using and/or querying relational databases (Oracle, SQL Server, etc.)
Knowledge of education and/or educational data systems preferred

Special Knowledge and Skills
Must be proficient with data tools and techniques to effectively communicate data insights
Willingness to receive instruction and learn new systems as they are developed and deployed
Ability import and synthesize multiple sources and streams of data
Ability to prioritize and address multiple projects in a dynamic work environment
A customer-oriented personality/philosophy
Strong communication and organizational skills, detail oriented
Strong written and verbal skills

MAJOR RESPONSIBILITIES:

- Building, maintaining, and reporting out of data dashboards aligned to RSSP 1a strategic plan
- Responsible for year-long and improvement cycle metrics and data collection plan
- Must support setting year-long and cycle goals, metrics, and ongoing data collection
- Creating data systems and resources when gaps or areas of improvement are identified
- Analyzing and creating visualizations of the data to tell a story
- Communicating data to various stakeholders
- Attending regularly scheduled meetings with TEA and local RSSP Team leads
- Maintain prompt and regular attendance
- Other duties as assigned - including lifting up to 50lbs

APPLICATION PROCEDURE: Apply online at <https://www.applitrack.com/risd/OnlineApp/default.aspx>. The application must be complete and three electronic reference forms must be received to be considered. Applicants who have previously applied in Applicant Tracking must update their application once per year by securing updated references. Applicants will be contacted if an interview is needed.

DEADLINE FOR APPLICATION: UNTIL FILLED

APPROVED: Christopher B. Goodson
Christopher B. Goodson, Ed.D.
Assistant Superintendent – Human Resources

DATE: 01/11/22

EQUAL OPPORTUNITY EMPLOYER

The Richardson Independent School District (RISD or the District) is an equal opportunity employer and maintains a policy of nondiscrimination with respect to all employees and applicants for employment. All personnel actions such as recruitment, hiring, training, promotion, transfer, compensation and benefits, discipline, and termination are administered without regard to race, color, religion, gender, national origin, age, disability, genetic information, or military status of otherwise qualified individuals. RISD does not discriminate on the basis of membership or application for membership in the uniformed services and does not discriminate against an employee or applicant who acts to oppose unlawful discrimination or participates in the investigation of a complaint of alleged discriminatory employment practices. Hiring decisions are made on the basis of each applicant's qualifications, experiences, and abilities as well as the business needs of the district.