

## **DATA AND ANALYTICS DIRECTOR**

The North Carolina Democratic Party (NCDP) is currently accepting applications for the position of Data and Analytics Director.

The Director role is highly collaborative and crucial to the NCDP mission of electing Democrats at all levels. The Data Director is responsible for sourcing, analyzing targeting and sharing data to assist with projects across all NCDP departments, as well as being the primary admin and contact for the NC Votebuilder.

### **Responsibilities Include:**

- Manage Votebuilder access for county party, campaign, and partner organizations.
- Create reports designed for campaign leadership and party staff.
- Manage relationships with voter file, analytics and technology vendors, and serve as a liaison to other organizations that NCDP works closely with on data-related issues.
- Work on an ongoing basis with national, statewide and local races to provide targeting support.
- Provide guidance, training and support to staff as it relates to the use of data for measuring organizational performance and strategic planning.
- Develop methods to help optimize fundraising outreach efforts.

### **Qualifications and Skills:**

- An understanding of statistical modeling and how it should be used to target voters.
- Experience standardizing data from multiple sources to produce complex reports.
- Demonstrated data analysis and writing skills.
- Ability to plan and manage time sensitive projects with competing needs.
- Advanced knowledge of Excel including formulas, functions, and pivot tables.
- Knowledge of SQL.
- At least 2 complete campaign cycles, with heavy VAN experience.
- Highly Preferred:
  - Familiarity with Tableau, GIS and Python.

Travel may be required, and the position requires possession of personal transportation.

Salary is commensurate with experience.

**To apply please send a cover letter, resume, writing sample (your discretion) and salary history to [jobs@ncdemocraticparty.org](mailto:jobs@ncdemocraticparty.org). Please only list the words “Data & Analytics Director Application” in the subject line. Applications improperly submitted will not be accepted. Position will remain open until filled.**

The North Carolina Democratic Party is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran’s status, sexual orientation, gender identify or gender expression.