



Senior Program Officer, Analytics & Impact

Kansas City, MO

The Ewing Marion Kauffman Foundation (Kauffman Foundation) seeks a curious and highly collaborative learning and data professional to serve as Senior Program Officer, Analytics & Impact. A new position for the evaluation, learning, and impact stories team, the Senior Program Officer will work with program, research, and technology staff as well as external partners to help advance the understanding and utilization of data in pursuit of the Kauffman Foundation's mission of inclusive prosperity for all.

Headquartered in Kansas City, MO but with national reach, the Kauffman Foundation invests almost \$200M annually across three thematic areas. Known for its entrepreneurial spirit, affordability, and barbecue, Kansas City is the largest city in Missouri and is one of the most diverse cities in the Midwest, and the Kauffman Foundation has a strong commitment to supporting its home. Through its Kansas City Civic efforts, the Kauffman Foundation works alongside its community and invests in programs and initiatives that create supportive learning environments for youth and families as well as key institutions and organizations that eliminate barriers for all people to drive cultural, social, and economic impact in Kansas City. This is also reflected in its Education portfolio, which seeks to close academic performance gaps between Kansas City and the state, including kindergarten readiness, K-12 proficiency, and postsecondary completion rates. In addition, the Education program is leading a regional effort with high schools and businesses to redesign the high school experience, placing real world learning at the center of education. The Entrepreneurship program works with entrepreneurs, empowers them with tools and resources, and works to break down barriers that stand in the way of starting and growing their business via entrepreneurial ecosystems, learning, support organizations, policy change, and impactful research. The three programs work with the Public Affairs program team to extend reach beyond the Kansas City region for national impact.

At an exciting moment of reinvestment in Kauffman Foundation's impact and learning efforts, the Senior Program Officer – Analytics & Impact (SPO) is a catalyzing advisor and translator of data into actionable information. The SPO understands that data has the power to unlock insights to inform equitable approaches, funding, policy and practices and that conversely, data collection, aggregation and analysis in the absence of human-centered voice and community can perpetuate false narrative and harm. Holding these tensions in balance, the SPO partners at all levels of the Kauffman Foundation to: inform decision making, support organizational learning and program/grantee reflection, and work with the Public Affairs program team to present information in ways that convey impact, value and positive social change.

Reporting to the Senior Director of Evaluation, Learning, and Impact Stories [Jessica Mindnich](#) and working closely with the full ELIS team, the Senior Program Officer, Analytics & Impact will work across all areas of the Kauffman Foundation to lead the collection, analysis, stewardship, and communication of data to ensure Kauffman Foundation associates and collaborators understand the needs of the communities they



serve, use numbers and narratives to measure impact, and leverage data to maximize strategic learning to ensure that all people are economically secure and have a good quality of life.. The SPO will deploy data visualization and predictive analytics to support grantee success, programmatic and thematic evaluations, outcomes and impact assessments, and overall learning functions at the Kauffman Foundation. The SPO works to elevate the data story of the Kauffman Foundation and its grantee partners, and to enable responsive, data-informed decision-making at every level of Kauffman Foundation. The work of the Evaluation, Learning, and Impact Stories team is core to Kauffman's efforts to advance inclusive prosperity through a racial equity lens, and the SPO will lead dialogs with constituents regarding equity-related data, including demographic information and equity-specific grantmaking impacts, and associated action-planning.

Ideal candidates will have a strong understanding of organizational and systems-level change management and evaluative practices that drive learning and reflection. They will also bring at least seven (7) years of experience in applied social science activities, including data science, analytics, and data visualization across complex organizations. Compelling candidates for this position must be highly motivated, capable of self-directed work, detail-oriented and able to work collaboratively across teams and departments. Incumbents must exhibit a keen sense of responsibility and enjoy working with multiple demands, shifting priorities and constant change. While no individual content or lived experience is strongly preferred, it would be helpful if candidates possess some level of knowledge around one of Kauffman Foundation's three core investment areas (Entrepreneurship, Education, and Kansas City Civic). Candidates must have experience working with an explicit focus on anti-racism, equity, and inclusion, and proficiency in developing learning materials and/or agendas.

The successful candidate will be a strong relationship builder. Excellent organizational and interpersonal skills are necessary. Strong verbal and written communications skills are absolute musts. Most importantly, a personal and professional commitment to anti-racism, equity and inclusiveness is vital to advancing the work and contributing to the learning and evaluation team, including the understanding of how one's own identity and lived experiences inform their work.

CORE RESPONSIBILITIES of the SENIOR PROGRAM OFFICER, ANALYTICS and IMPACT

Embedded throughout the Kauffman Foundation is a commitment to continual learning and partnership between program staff and grantee partners, and the new Senior Program Officer position is intended to advance the Kauffman Foundation's efforts to best support its key decision-makers, grantee partners, and the broader philanthropic field in new and creative ways. This will include managing relationships with the grants management and technology teams, building and maintaining an impact measurement framework, working with technology to implement and maintain automated data infrastructure, creating data visualizations and learning tools that inform strategy, creating and managing processes to prioritize data analytics requests, leading data governance efforts, providing ongoing impact tracking and analysis, and developing/managing contracts, consultant relationships, project timelines and deliverables.

Leading and Partnering

- Working with Kauffman Foundation data consumers and generators, connect exploration of data presentation to the senior leadership, program staff, grantee, partner, and program participant experience and success including learning outcomes, graduation and postgraduate placement;
- Partner and consult with the Public Affairs, Technology, and other operations teams in data interpretation and use;

- Create and lead a culture of collaborative, data-informed decision-making and operations across the Kauffman Foundation, including with community partners and grantees;
- Participate in institutional research and assessment organizations and keep abreast of national, state, and local data and philanthropic issues.

Evaluation and Reporting

- Conduct evaluations and provide data and data analytics in response to and in anticipation of senior leadership and staff needs and in alignment with organizational and program strategic, tactical, and operational decisions;
- Compose reports, utilize trend data, disaggregation and predictive analytics to monitor impact via multiple modes of data visualization, including dashboards, so that the Kauffman Foundation can understand its operations and challenges and define its goals and effectiveness against benchmarks;
- Produce real time and on demand reports and dashboards to monitor areas and to promote actions moving the Kauffman Foundation forward. This will also include designing in-house surveys, leading with the Kauffman Foundation's Survey Monkey activities, to coordinate program and learning feedback surveys, and provide reports on survey responses and actionable items.

Managing Data Systems

- Collaborating closely with the Evaluation, Learning, and Impact Stories, Research, Technology, and Public Affairs teams, help function as data steward for the vast amount of data and information that Kauffman Foundation teams and programs create, including utilization of data infrastructure; audit the types of data, tools, and dissemination methods needed to grow and maintain Kauffman Foundation's analytic and data capacities.

Data Democracy and Strengthening Community Access to Data

- Provide data to all staff and grantees as needed to support ongoing as well as project-based learning, outcomes assessment, program review, and strategic decision-making activities including analysis, interpretation, and reporting;
- Collaborate to identify and provide training and professional development needs for data literacies, management, and equity considerations for data consumers so as to ensure best data management practices and to promote data democracy.

QUALIFICATIONS AND EXPERIENCES

- Excellent statistical and analytical skills, with an ability to explain complex data analysis to a diverse set of constituencies in a clear and concise manner.
- Demonstrated knowledge of quantitative and qualitative research methods, statistics, and Microsoft Office (esp. Excel).
- Demonstrated competence in research methodologies, statistical methods, and data collection and interpretation relevant to issues and developments in the social change sector, with experience working across complex organizations (philanthropic experience is preferred, but not required).
- Excellent written and oral communicator and presenter.
- Experience with grant management systems, e.g., Fluxx. SQL, and business intelligence systems experience required.

- Proven ability with Tableau or other data visualization software is critical; familiarity with SPSS, SASS, Python and/or R is a plus.
- Ability to work with discretion when dealing with confidential information.

The Kauffman Foundation offers competitive compensation and exceptional benefits (medical, dental, vision) for this position, including relocation support and ongoing professional development resources (including tuition reimbursement). This role will be based in Kansas City, MO at the Kauffman Foundation's [headquarters](#). While the Kauffman Foundation staff are still largely working remotely, there is an expectation that in-person operations will resume in a hybrid format - Tuesday, Wednesday, Thursday in-person at the Kauffman Foundation campus; Monday and Friday online - when it is determined safe to do so.

How to Apply

Talent Citizen, a national executive search and consulting firm focused on the pursuit of positive social impact with equity at its center, is partnering with the Kauffman Foundation on this search. President Tracy Welsh and Senior Associate Eva Kotilinek are leading this engagement. Additional questions and nominations should be directed to Eva (eva@talentcitizen.com).

Interested parties should please send an updated resume, cover letter, and how you learned of the position to EMKF-SPOAI@talentcitizen.com.