



Data Analyst

- **Are you an experienced data analyst who wants to make a difference in the organization that serves 116,000 Alameda County residents every month?**
- Are you passionate about using data for good – to drive social, policy, and organizational change?
- Do you want to apply your expertise in helping one of the Bay Area’s top non-profits — and a nationally recognized leader in hunger relief — build a data community of practice and culture of learning that centers equity?

If you said, “That’s me!” to any of those questions, **apply to become Alameda County Community Food Bank’s next Data Analyst!**

The **Data Analyst** is passionate about fostering a data culture of learning and improving processes and practices that support data democratization. They are experienced in coordinating data and analytical projects from conception to evaluation. They will directly support implementation and execution of our strategic plan, working collaboratively across divisions with internal stakeholders. They work cross-functionally with our Research, Operations, Programs and Information Technology departments managing data-related projects and delivering analyses, platforms and products that translate data into insights. This role requires considerable experience in R, business intelligence tools, data cleaning and statistical analysis techniques.

As part of the Research and Nutrition/Health Programs Department, this position also supports our advocacy team in using available data to create visualizations, maps, and analyses that support our advocacy agenda. The Data Analyst works under the supervision of the Associate Director of Research.

Alameda County Community Food Bank is a well-established and multi-faceted organization, which has been at the forefront of hunger relief efforts for 35 years. As one of the most efficient direct-impact organizations in the country, few nonprofits are as well-respected — or have a bigger impact on the community — as us. We are a dedicated group of mission-driven people who serve 1 in 5 county residents and will provide enough food for 30 million meals this year. But that barely scratches the surface of all our work. We’re changing lives ... we’re forward thinkers who encourage innovation ... we’re proud of our work ... and we’re having fun doing it!

With our new strategic plan, we are setting a bold trajectory for the long-term work required to dismantle the systems that perpetuate poverty, including racism. Our staff regularly engage in conversations about race, class, power and privilege as part of our organizational commitment to equity, diversity and inclusion. Please learn more about our efforts at www.accfb.org.

KNOWLEDGE, SKILLS AND ABILITIES

Required Competencies

- 3+ years of professional experience in an analytical role as primary function of position.
- 1+ years of professional experience with data project management as primary function of position.
- Exceptional analytical skills and attention to detail.
- Fluent in R and advanced proficiency in RSQL, QGIS, Tableau and Excel a plus.
- Familiarity with MS Navision/Ceres/Jet Reports a plus.
- Demonstrated ability to work responsibly and ethically.
- Demonstrated ability to create translational products — using complex data to derive actionable insights and make recommendations that drive meaningful business impact.
- Ability to communicate complex data problems and issues clearly and effectively (verbally + written) to diverse audiences and stakeholders — including comfort presenting in a group setting.
- Ability to develop and maintain collaborative and professional relationships.
- Established track record of supporting inter- and intra-departmental data sharing and utilization.

- Professional commitment to equity, diversity and inclusion in policy and practice. Commitment to learning and to participating in brave spaces in conversation on race and equity.

Preferred Qualifications

- Experience in a nonprofit environment with a variety of stakeholders and with values deeply rooted in community.
- Formal training in quantitative discipline preferred, but not required.
- BIPOC and LGBTQIA+ candidates strongly encouraged to apply.
- The food bank does not have the capacity to sponsor visa applications.

PERSONAL ATTRIBUTES AND VALUES

- Passion, enthusiasm, focus, and creativity around Alameda County Community Food Bank's vision, mission and values of community, leadership, transparency, innovation and diversity.
- Passionate about creating cultures of learning and improving organizational data democratization.
- Ability to empathize with our clients in a compassionate and respectful manner.
- Desire to contribute to a respectful team culture centered on open communication, sharing, listening and recognition of team members at all levels.
- Strong work ethic with an orientation towards innovation and process improvement.
- Innovative self-starter and problem solver.
- Interest in helping our organization move toward tracking our progress towards ending hunger and poverty.
- Ability to work both independently and in a collaborative setting; service orientation for people of diverse backgrounds and circumstances.

PHYSICAL REQUIREMENTS

This work is mostly located in an office environment, but may involve occasional local and overnight travel. Physical abilities necessary in the performance of this job include: sitting for prolonged periods; using a computer to accomplish the duties of the position; ability to be on the phone listening for prolonged periods; talking, hearing, writing, reasoning, interpreting; mobility to move throughout the food bank in performance of duties; bending, lifting and carrying up to 25 pounds on occasion; good interpersonal communication skills to facilitate assignments.

*(** ACCFB is committed to complying with all laws that protect qualified individuals with disabilities. The company offers an interactive process for reasonable accommodation requests based on any known physical or mental disability. **)*

BENEFITS AND COMPENSATION

This is a full-time, non-exempt position working Monday through Friday, 8:30 a.m. to 5:00 p.m. (7.5 hour workday, 1 hour unpaid lunch). This role is able to work a partial-remote schedule, but requires a minimum of 2 days per week on-site at our 7900 Edgewater Drive facility in Oakland. The non-negotiable starting salary is \$43.03 per hour (approx. \$83,908.50 per year). We offer an outstanding benefit package including:

- Medical: ACCFB pays 100% for employees and 93% for dependents for our Kaiser HMO. Buy-up options to Blue Shield PPO plans are available.
- Dental: 100% employer-paid for employees and their dependents.
- Vision: Paid by employees.
- Paid time off starting at: 10 vacation days, 12 sick days, 12 holidays, and four paid early closures annually.
- Pre-tax Flexible Spending and Commuter Accounts.
- Employer-paid life, AD&D & LTD insurance, as well as buy-up options for increased coverage.
- 403(b) plan available on the first day with 5% employer match after one year. Fully vested at three years.
- Employee Assistance Program for employees and dependents.
- Free ongoing 1:1 financial coaching and access to an interest, service fee and credit requirement-free short-term loan program after six-months on staff.

If you meet these qualifications and want to join our mission, please *submit your resume and answer the application questions on our careers page located at accfb.org/careers*.

Alameda County Community Food Bank honors our differences and is committed to creating a workplace that celebrates and reflects the diversity of our Community. Applicants who contribute to this diversity are strongly encouraged to apply. ACCFB provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ACCFB complies with applicable state and local laws governing nondiscrimination in employment in every location in which the ACCFB has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

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