



JOB POSTING
DATA & EVALUATION MANAGER, Northampton, MA
For detailed job description and to apply, go to
<https://www.communityaction.us/job-openings>

Come join our dynamic team! Head Start & Early Learning Programs is seeking a talented and passionate leader to support our quality services and innovative approaches to Early Childhood Education. The Data and Evaluation Manager oversees the collection, management, analysis, and interpretation of data. Provides oversight of existing program monitoring and tracking and data systems and synthesis of program data for operational, planning, and grant-writing purposes, supporting program level strategic objectives. The successful candidate will have advanced organizational and analytical skills, ability to identify key trends, and develop succinct summaries of findings with visualizations. High proficiency with software such as Word, Powerpoint, Excel and other analytical tools, and ability to manage and maintain large amounts of data. Master's in field or related field and three years leadership/management experience OR BA/BS in field or related field and five years leadership/management experience. **Competitive salary, excellent benefits, ongoing training and professional development, highly collaborative, strength based work environment. We are a Brazelton Touchpoints Site and a learning organization.**