



DATA COMES ALIVE FOR YOU...

DATA REPORTING COORDINATOR, REPORTING & EVALUATION

You're good with analytics and people and thrive with the right balance of both. The idea that our information could be life changing energizes you – if it informs our work & approaches it could have significant impact on the lives of our clients and our community.

WHAT MOVES YOU

- Translating data into information – you see the possibilities
- Presenting or visualizing data in unique, impactful and fresh ways that powerfully delivers the message
- Leveraging both your interpersonal and analytical skills to get things done
- Being part of a small but mighty team within a larger, dynamic YW team
- Refining data reporting processes to be more efficient and effective
- Personal engagement with the organizational mission and our practice frame work

WHAT YOU'LL DO

- Data reporting, develop, generate & share data reports/visualizations
- Data analysis, utilize analytical tools
- Align data reporting processes with Key Performance Indicators (KPIs) and our Evaluation Framework
- Support query & report building
- Advise and support other non-technical teams on reporting

WHAT YOU'VE DONE

- Three to 5 years admin support experience
- Have built your data analysis skills
- Completed post-secondary education which supports your analytical & creative thinking
- Developed power user skill level in MS Office & demonstrated an ability to master new software
- Developed strong interpersonal & communications skills

If you want to work to change lives, we want to meet you.

Please check out our website for a full job description:

Competition Number: [2017108](#)

www.ywcalgary.ca/work-with-us

Apply today with covering letter, salary expectations and resume to careers@ywcalgary.ca