

## Director of Data, Insights, and Information Systems

Full Time Regular  
Management  
DC, Washington, DC, US

Requisition ID: 1110  
Apply

**Salary Range:** 140,000.00 To 145,000.00 (USD) Annually

Bread for the World is a Christian advocacy organization urging U.S. decision makers to do all they can to pursue a world without hunger. Our mission is to educate and equip people to advocate for policies and programs that can help end hunger in the U.S. and around the world.

**PRIMARY OBJECTIVE:** The Director of Data, Insights, and Information Systems provides vision and leadership for organization-wide software and data solutions and efforts including formatting, evaluating, and implementing data and evaluation policies, procedures, and systems to improve the quality, tracking, and effectiveness of administrative, development, and program operations.

The Director of Data, Insights, and Information Systems develops and administers a comprehensive information systems and evaluation plan that supports organizational mission and goals for both fundraising and program, enacted through solutions that support systems development web services and network optimization. The Director also helps develop evaluation and reporting systems that include indicators, baseline data, and targets, in accordance with a plan to evaluate aspects of program performance.

**DEPARTMENT:** Finance and Administration

**REPORTS TO:** Vice President, Finance and Administration

**LOCATION:** Remote or Washington, DC based (preferred)

### PRIMARY FUNCTIONS:

- Plan, organize, and ensure the execution of Bread's information services and systems.
- Lead team of full-time employees and external consultants.
- Manage information services budget.

### PRIMARY RESPONSABILITIES/ACTIVITIES:

#### Information Services:

1. Manage time and tasks of IS consultants and staff who are responsible for:
  - a. Providing advice and support for changes to organizational data structure and reporting on a monthly, quarterly, and as needed basis.
  - b. Running data hygiene and providing strategic information services, advice and support.
  - c. Assign helpdesk tickets and requests to staff.
2. Lead and oversee the organizational data governance efforts including the cross-departmental Data Governance Committee. Update or establish new policies and procedures as needed.
3. Oversee and support the input/output of data in Raiser's Edge, Financial Edge, Engaging Networks and Politico Pro.
4. Support team leads in programming monitoring and evaluation frameworks and performance data in the platforms of choice and providing training and support as needed to fully utilize platforms.
5. Support team leads in creating relevant data visualizations and interactive dashboards for effective monitoring and evaluation tracking.
6. Importing and structuring the data that feeds Tableau report, including regularly maintaining already existing and building out new dashboards and reporting in Tableau.
7. Supports the direct response fundraising program by developing queries and exporting data, running reports, importing data, and troubleshooting data issues specific to the direct response program. Attend regular meetings with the direct response agency.
8. Create and maintain an interactive dashboard with customizable data drawing from the U.S. Department of Agriculture and U.S. Census Bureau, among other sources, that tracks domestic food insecurity and may be accessed / leveraged by nonprofits, foundations, policymakers, health care systems, U.S. government agencies and universities, among other entities.
9. Develop and refine dashboards, generate lists and reports to evaluate Bread's programs and metrics in government relations and congressional outreach, grassroots mobilization and policy research and analysis initiatives, utilizing quantitative and qualitative data.
10. Lead efforts to identify new software solutions, as well as implementation when needed, according to changing organizational needs and industry trends. Future opportunities may require solutions to further online advocacy, peer-to-peer activism, and data visualizations.
11. Follow, update, gain buy-in, and enforce Information Services policies, processes, portfolio management, development standards, and methodologies.
12. Liaise with the Communications digital team and consultants to integrate Bread for the World's branding, messaging, and digital communications into IS products.

#### **Relatively shorter-term tasks that will be priorities in first year of the position:**

- Manage the final transition of accounting software from Solomon to Financial Edge, a Blackbaud product that integrates with our primary database of record, Raiser's Edge.
- Create dashboards and reports in Financial Edge for management purposes.

#### **Leadership:**

- Serve as a member of the Strategy Council leadership team to ensure organizational goals and objectives are on track and results achieved. Serve as an educator in guiding senior leaders through the adoption of new tools.

- Foster a culture of innovation, transparency, accountability and customer service.
- Develop and maintain a plan that provides for succession and continuity in IS positions.
- Develop and review budgets for IS department and ensure they are responsible to organizational strategy, stated goals, guidelines, and objectives.

#### **SUPERVISION EXERCISED:**

- Directly supervises Senior IS Manager
- Oversees consultants and vendors

#### **SKILLS/KNOWLEDGE REQUIRED:**

- Minimum of 10 years of demonstrated information systems leadership experience in planning, implementing, and managing monitoring and evaluations systems, data governance, and software technology solutions and optimization.
- Bachelor's degree in related field. Advanced degree in a related field is preferred.
- Expert level experience with Raiser's Edge with certification strongly preferred.
- Experience with Financial Edge, ADP, Engaging Networks, Tableau, Power BI, or other Business Intelligence tools.
- Knowledge of a range of vendor technology solutions; able to select and integrate the most appropriate technologies to support the business.
- Strong leadership, analytical, and problem-solving skills.
- Ability to collaborate with others and achieve consensus in sensitive situations.
- Excellent written and verbal communication skills with the ability to present ideas in business-friendly and user-friendly language.
- High degree of integrity, discretion, professionalism, and accountability to achieve results.
- Self-motivated, self-directed, and attentive to detail.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.
- Organizational skills, and the ability to manage multiple priorities.
- Solid understanding of data analysis, budgeting, Excel and business operations.
- Familiarity with Christian faith perspective and advocacy to end hunger desirable.

#### **WORK ENVIRONMENT ISSUES:**

- Must be responsive to emails and phone calls off-site during evenings, weekends, and holidays to support time-sensitive matters on occasion when needs arise.
- Bread is a hybrid organization.

#### **CULTURAL EXPRESSIONS:**

Bread is committed to advancing racial equity externally and internally, all staff members play a vital role. In the course of our work, each staff person should work to apply a racial equity lens to their work and practices; and participate in racial equity on-going training. Bread is also committed to being an equal opportunity employer.

#### **OUR VALUES:**

1. **We value our faith.** Our faith in Christ is the foundation for our hope, story, mission, and values, and compels us to love our neighbors near and far.
2. **We value human flourishing.** We believe that every human being, created in the image of God, has inherent dignity that affords an opportunity to be in right relationship with God, self, neighbor, and the environment, and to freely access enough nutritious food for good health.
3. **We value justice.** We seek to establish effective systems, structures, and policies that affirm equality and advance equity among all human beings and protect people who experience hunger and poverty from oppression.
4. **We value courage and prophetic voice.** In a spirit of wisdom and love, we will be bold in articulating and pursuing our vision of a world without hunger.
5. **We value nonpartisanship.** We believe that effective and sustainable public policies are made when, in good faith, we employ a civil and politically unbiased approach to develop and implement laws and programs to achieve our mission.
6. **We value collaboration.** We believe in working alongside and building community with diverse churches, institutions, and individuals, including people experiencing hunger, to achieve our mission.
7. **We value impact.** We strive for excellence in our work and hold ourselves and our nation's leaders accountable in the pursuit of public policies that render measurable results and meaningful change for those affected by hunger.

#### **DISCLAIMER:**

Background and reference checks will be conducted on all final candidates. The information in this job description indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of employees assigned to this job.