Foodbank
of Southeastern Virginia
and the Eastern Shore

Position Announcement:
Director of Data Intelligence

July 9, 2024, 2024 (open) until filled
Resumes will be reviewed on a rolling basis until the position is filled.

About Us:
For more than 40 years, the Foodbank of Southeastern Virginia and the Eastern Shore has provided more than 380 million meals to those in our community who face hunger. Through our programs, facilities, and large network of community partners, we work to eliminate hunger daily. Our understanding of the need for a long-term solution has led to the creation of a refreshed strategic plan aimed at moving Hampton Roads closer to achieving the mission of eliminating hunger for those we serve—not only for the day, or for the week, but for a lifetime. For up-to-date information, visit foodbankonline.org or follow us on social media.

Position Overview:
As the Director of Data Intelligence, you will lead and supervise all data analytics-related activities. Your strategic vision will guide the methods for data collection, storage, and analytics in alignment with the mission and priorities of the Foodbank. By leading information and technology initiatives, this position focuses on the improvement of organizational efficiency, project management, and using data to make informed and better decisions. The Director of Data Intelligence will collaborate with business teams to drive change, promote the adoption of data management principles, and create results that enhance our data quality, and capacity to address business challenges.

The successful Director of Data Intelligence will serve as a member of the senior management team and support other Directors. This position works in close partnership with the Chief Executive Officer and Chief Financial Officer to define and support the organization initiatives.

Duties and Responsibilities:

- Lead and supervise all data analytics related activities (both on-site and off-site teams).
- Leverage cross-sector expertise to contribute to informed decision making and organizational growth.
- Demonstrate proficiency in tools like Tableau, Ceres, Excel, and other Foodbank focused analytical tools.
- Recommend new and/or changes to existing hardware/software that promotes efficiency and effectiveness.
- Develop and implement tools, software, and procedures to help standardize systems, reduce costs, and improve efficiency and effectiveness.
- Work with senior management to set strategic priorities and create infrastructural support for such.
- Revisit metrics of strategic direction regularly to evaluate progress.
- Act as a resource to assess new opportunities and develop executable strategies to address operational readiness and to drive the development of innovative programs and activities, in alignment with the approved strategic plan.

- Provide technical guidance on new initiatives.
- Provide data services and training on systems and SOPs.
- Maintain relationships with external stakeholders, including regulatory personnel, vendors, and support partners.
- Contribute to the development of the data intelligence related budget.
- Work closely with senior management to identify, recommend, develop, and implement effective technology solutions for all aspects of the organization.
- Within the Data Intelligence team, ensure that employees develop understanding of all core functionality around system maintenance.
- Act as the Ceres SME for the organization and provide training to Foodbank employees as needed.
- Serve as lead to the Data Intelligence team and serve as internal thinktank for analysis of future projects/initiatives.
- Maintain and share information about key Jet reports and processes with management.
- Prepares timely and accurate reports for CEO, FANO and other entities.
- Other duties as assigned by CFO or other members of executive team to support the mission of the Foodbank.

Working Hours:
- Full-time, exempt
- Monday-Friday, with evenings and weekends as needed.

Qualifications:
- Minimum education requirement: Bachelor's degree in a related field.
- Data Analytics experience: 3 years preferred.
- At least 3 years' experience in administration, nonprofit and/or public service.
- Proven track record of success and efficacy in the areas of project management, strategic planning, performance management, and public administration activities.
- Demonstrated experience is coordinating factors impacting people and budgets.
- Demonstrated ability to cultivate relationships of trust and collaboration with team members.
- Excellent writing and verbal communication skills.
- Excellent technology skills including Microsoft Office, database management and analytical software tools.
- Knowledge of CERES and/or Donor Database systems
- A strategist adept in planning, prioritizing, multi-tasking, organizing, implementing, and executing, while remaining highly energetic and focused.

Compensation:
- Starting salary- $70,000- $80,000

Featured Benefits:
- Medical insurance
- Vision insurance
- Dental insurance
- Generous paid time off

- 11 paid holidays
- One-week paid office closure
- 401(k)
- Employee development

How to Apply:
Complete the application at [Career Opportunities](#) or email a resume and cover letter to orfrecruiting@foodbankonline.org with the subject: *Director of Data Intelligence*

The Foodbank of Southeastern Virginia and the Eastern Shore is committed to the full inclusion of all qualified individuals. If reasonable accommodation is needed to complete the application process, please contact the employer directly at orfrecruiting@foodbankonline.org.