# Job Title

Information Strategy Consultant

## Job Description

The Information Strategy team within University Relations is committed to providing excellent partnerships with business units across University Relations, specifically around the infrastructure and associated use and deployment of information. Information Strategy is dedicated to the:

* Organization and management of data.
* Definition and architecture of data as related to University Relations.
* Effective use of information that provides insight into better decision making.
* Reduced risk of errors.
* Innovative uses of data and information to drive improved productivity and operational efficiency, increased departmental agility, and higher performance.

As a valued member of the Information Services team, this person will partner with one or more business units to create new and innovative means of incorporating information into decisions that enhance the success of the department's efforts. He/she should be passionate for driving business decisions through data and will have a key role in supporting fundraising growth objectives. The position requires a blend of technical acumen with keen analytic insights in working with business units across University Relations to leverage the strategic use of data.

## Minimum Qualifications

* Collaborate with partners across Development to understand information needs and interface with upstream data owners to integrate key data sources to be used in reporting environment. Leverage a leading edge data architecture design to provide maximum flexibility, scalability, and usability of data for reporting and analysis
* Work with internal customers to develop tools and services such as dashboards, scorecards, data insights, and ad-hoc analyses.
* Promote self-service data retrieval model within Development by providing consultative services on data analysis, reporting tool usage and reporting best practices.
* Assist in every stage of information use from creating communication and solicitation segmentation, development of KPI metrics and dashboards to track fundraising performance, to the creation of standard and ad hoc reports.
* Maintain data governance policies and procedures to ensure standard data definitions and uses across the department.

## Preferred Qualifications

Ability to collaborate, influence and command the respect and confidence of colleagues in the Development Dept., and across the University

* Experience in designing and implementing data driven solutions.
* Relational database/SQL experience.
* PL/SQL programming experience.
* Experience with Business Objects, SRSS or other query and reporting tools preferred.
* Excellent project management and organizational skills.
* Ability to analyze, identify and troubleshoot problems within systems and within interfaces between applications.
* Ability to work with end-users to help determine needs and provide solutions to assist in maximizing their uses of data and information.
* Strong customer service and organizational skills.
* Excellent listening and interpersonal skills.
* In-depth knowledge of computer systems and software.
* Proven ability to plan, organize and implement processes, procedures and programs--managing multiple projects and prioritizing in order to meet deadlines.
* Ability to handle confidential and sensitive information appropriately.