The Council of Ontario Universities (COU) invites applications for the position of Director, Data and Policy.

The Council of Ontario Universities is the forum for Ontario’s universities to collaborate and advocate in support of their shared mission to the benefit and prosperity of students, communities, and the province of Ontario. Our work advances postsecondary education through collective advocacy, sector collaboration, and a range of shared services for our members, Ontario’s 21 universities. The Council of Ontario Universities is a small, collaborative team where each employee contributes directly to the success of the organization.

Reporting to the Vice-President, Policy and Sector Collaboration, the Director collaborates with COU members to advance the interests of Ontario’s universities through providing leadership in data-driven policy analysis and research. The Director provides leadership and expertise to the development and implementation of the organization’s data strategy, including the enhancement of the content and organization of COU’s data holdings, the modernization of the organization’s internal and external facing data platforms, and the delivery of a series of data-driven research projects designed to support the policy and advocacy objectives of the organization. The Director manages the work of a small data team responsible for quantitative and statistical analysis.

**Key Responsibilities:**

In this role, you will proactively:

- Work with COU members to develop and implement COU’s data strategy.
- Design and lead data projects and develop quantitative models to construct scenarios and assess financial and other impacts of various policy options. This includes financial modelling and data-driven forecasting of trends in the postsecondary sector.
- Lead the development of and implement proposals to improve access, accuracy and relevance of data to support policy development and advocacy.
- Lead the development and management of COU’s data holdings. This includes modernizing existing internal and external facing data platforms, including the integration of existing fragmented databases.
- Lead the development and implementation of data access and information disclosure protocols among COU members, as well as, documenting the approach to data governance.
- Manage and contribute to the data team’s research, analysis, interpretation, and presentation of financial, statistical and other quantitative data.
- Manage and contribute to the data team’s collection of required data through surveys, government sources, member engagement, and other means; determine data requirements, information flows, and appropriate analytic methods.
- Provide analytical support to COU affiliates and committees, typically for projects with a significant component of quantitative information.
- Develop, maintain and manage excellent working relationships with partners in government, member institutions, professional organizations and other stakeholders as an integral part of carrying out the above-noted duties. Liaise with member institutions with respect to collection and interpretation of data, and development of databases.
- Manager other assignments directed by the Vice President, Policy and Sector Collaboration.
Education and Experience:

- At least a Master’s degree or equivalent statistical and quantitative modelling experience for the purposes of policy development and research. Research training and senior level experience; doctoral degree preferred.
- At least 10 years working experience in quantitative analysis to support policy development and/or research.
- Familiarity with the university sector is an asset.

Skills:

- Demonstrated leadership capacity as well as team building; capacity to work collaboratively across the organization, with members and other stakeholders.
- Superior skills in quantitative analysis, communication of quantitative information, and research required.
- Superior skills in financial modelling and forecasting.
- Experience in developing and managing a data platform.
- Experience using statistical software required. Extensive experience with SPSS, SAS, Minitab, R, or Python is an asset.
- Experience with data visualization software.
- Familiarity with the university sector an asset.
- Must have excellent oral and written communication skills.
- Must have high-level interpersonal skills, including ability to deal with tact and diplomacy with personnel in the postsecondary sector and government.
- Must have demonstrated ability to organize and execute.
- Ability to assume responsibility and to work independently, prioritizing and exercising sound judgement on sensitive matters.
- Must be able to work with several projects whose goals, schedules and deadlines converge and conflict.
- In this environment, must meet self-imposed deadlines and demonstrate flexibility, openness to change, ability and willingness to learn continuously.

Those qualified are asked to submit a cover letter with resume, outlining your experience and suitability for the position as well as salary expectations, to: COUrecruit@cou.ca.

Application Deadline: 5:00pm EST January 4, 2021.

Information regarding COU is available at www.cou.ca.

COU is an Equal Opportunity Employer that values the strength diversity brings to the workplace. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

COU is committed to providing an inclusive and barrier free recruitment process to applicants with accessibility needs in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). If you require an accommodation during this process, please inform COU of your requirements.