



MINNESOTA STATE

System Office Human Resources

Job Class: MnSCU Administrator 11 – Job SO093P

Working Title: Executive Director for the Center for Data Access and Analytics

Who May Apply: Open to all qualified applicants.

Date Posted: 7/27/22

Closing Date: 8/10/22

Hiring Agency/Seniority Unit: Minnesota State - System Office / Administrator's Plan

Division/Unit: Chancellor's Office / Center for Data Access and Analytics

Appointment Type: Unlimited, Full-time

Work Shift/Work Hours: Day Shift

Days of Work: Monday through Friday

Travel Required: Occasionally for training and conferences

Salary Range: \$122,000 - \$195,500 annually

Classified Status: Unclassified

Bargaining Unit/Union: 220 Administrator's Plan

Location: St. Paul

Connect 700 Program Eligible: No

Job Summary:

A hybrid work arrangement may be considered and would be negotiated at the time of hire.

This position will lead a new unit focused on data analytics and decision support, providing a publicly visible presence in state and national research and analytics communities. Under the general direction of the Chancellor, the Executive Director is responsible for providing strategic direction to the system's data analytics, decision support, and data democratization efforts, in collaboration with senior system leaders and campus presidents, research staff, and faculty. This position serves as the public face of the system within state and national research and analytics communities and is a member of the Chancellor's Cabinet.

About Minnesota State

Minnesota State is the largest single provider of higher education in the state. With 37 institutions, including 30 community and technical and seven state universities, Minnesota State serves 64 percent of the state's undergraduate student population.

We employ more than 14,800 dedicated faculty and staff focused on student success. We provide essential training and specialized certification options for business, industry, and professionals throughout Minnesota.

The work location is in the heart of downtown St. Paul, right in the skyway system. Benefits include excellent low cost and low deductible health and dental insurance, retirement package, tuition waiver at Minnesota State institutions (after three years of employment) and flexible working hours.

Minnesota State System Office is proud to be a Minnesota Yellow Ribbon agency.

Minimum Qualifications:

Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

- Master's degree required
- Demonstrated success in advancing equity and inclusion
- Minimum of 5 years progressive experience in either public or private higher education organization, with direct experience in data analytics and decision support
- Demonstrated success in conducting advanced statistical analysis and modeling
- Experience working with complex data sets and analytic tools, and the ability to adapt to new tools and data environments as technology evolves
- Demonstrated ability to influence behavior and lead change without direct positional authority
- Experience of successfully building coalitions and collaborating with faculty and staff researchers and analysts
- Experience formulating and successfully implementing projects with collaborative leadership and team strategies
- Demonstrated excellent verbal and written communication skills

Minnesota State is unable to sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

Preferred Qualifications:

- Doctoral degree preferred
- Experience conducting advanced analysis at both the system and campus levels, and the ability to integrate the two into meaningful information for action
- Demonstrated understanding of change management and success in leading successful change efforts

Additional Requirements

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at <https://www.minnstate.edu/system/working/docs/contracts/2019-2021%20Administrators%20Plan.pdf>

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit: [Work at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical (\$37.74 per month single and \$257.50 per month family) and dental insurance with low deductibles (\$250 – \$1500), a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with roll-over option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

Please go PeopleAdmin at:
<https://mnsystem.peopleadmin.com/postings/1690>

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- All application materials must be received by the Human Resources Department by 11:59pm on the date the position closes.

Contact

If you have questions about the position, contact Shawna Tienter at Shawna.tienter@minnstate.edu or 651/201-1845.

Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact Shawna.tienter@minnstate.edu.