

Research Analyst- Advanced

Department of Children and Families

Division of Safety and Permanence

Bureau of Compliance, Research and Analytics – Child Welfare Research and Analytics Section

POSITION SUMMARY

Under the general supervision of the Research Administrator of the Child Welfare Research & Analytics Section in the Bureau of Compliance, Research, and Analytics, the research analyst advanced works within a team as the data lead for the Bureau of Youth Services (BYS) in the Division of Safety and Permanence in the Department of Children and Families. The research analyst creates data reports, conducts simple and advanced statistical analyses, and disseminates findings from these analyses to program and policy staff to provide accurate, up-to-date information about program performance. The research analyst collaborates with partners from the Division, other units within the Department, county human services agencies, and the public to formulate research questions and set their research agenda. The research analyst is the lead data expert in measuring key outcomes for older youth involved in child welfare and youth justice programs, and provides key consultation to BYS and Division leadership on selecting and constructing measures of program outcomes.

TIME% GOALS AND WORKER ACTIVITIES

60%

A. Development and analysis of measures to assess for performance of child welfare programs (primarily in the areas of older youth involved in child welfare and youth justice programs identified in the area of the Bureau of Youth Services), supporting the Division of Safety and Permanence in ensuring effective service delivery.

- A1. Consult with program and policy staff, Division management, and county partners to understand need for data and purpose of measure; propose strategy for measuring area of program.
- A2. Provide technical advice and assistance to program and policy staff regarding the creation of data gathering systems.
- A3. Leverage familiarity with state databases (e.g., eWiSACWIS) and child welfare systems to find potential sources of data to create measures.
- A4. Design analyses of state child welfare programs using performance data.
- A5. Collaborate with contracted developers to facilitate technical development of raw data reports; test data reports to ensure fidelity to design.
- A6. Confirm accuracy and usefulness of measures with program and policy staff.
- A7. Create documentation for data reports to facilitate program staff.
- A8. Create written reports and format data for distribution to program staff.
- A9. Serve as primary statewide contact (for division management, counties, and other partners) regarding measurement of Bureau of Youth Services programs.

30%

B. Quantitative research: data analysis and dissemination of results measuring performance of child welfare and youth justice programs, supporting Division in ensuring effective child welfare and youth justice service delivery.

- B1. Consult with program and policy staff, Division management, or county partners to determine need and venue for data analysis and best reporting style.
- B2. Collaborate with contracted developers to create extracted datasets drawn from state databases (e.g., eWiSACWIS).
- B3. Generate descriptive statistics to summarize the performance of state child welfare programs; compare state performance with national trends.
- B4. Conduct univariate, bivariate, and multivariate statistical analysis (using applications such as R, Stata, or SAS) to draw inference of performance and trends in the child welfare system.
- B5. Create written, visual, and numeric representations of the results of data analysis to communicate findings to government partners or the public (using Tableau).
- B6. Generate performance and policy recommendations based on results of research; explain how changes may be justified based on data.
- B7. Present results of research on child welfare programs to key collaborative partners, including management, county agencies, and non-profit organizations.

10%

C. Other research activities as assigned

C1. Respond to requests for data and statistics from the legislature, other states, media, local agencies, and the public related to child welfare program performance.

C2. Coordinate responses to surveys from national organizations, other states, and the federal government about Wisconsin's child welfare and/or youth justice program performance.

C3. Facilitate, coordinate, and/or participate in work groups and planning committees to support the development of new Department initiatives.

KNOWLEDGE, SKILLS, AND ABILITIES

1. Understanding of the principles of social science research.
2. Knowledge of program and policy evaluation theory and techniques.
3. Thorough knowledge of data and statistical analysis methods.
4. Knowledge of popular statistical analysis software programs, such as Stata, R, SPSS, or similar platforms.
5. Knowledge of popular data manipulation software such as SAS, Excel, and Access.
6. Familiarity with child welfare program laws and regulations and child welfare practice.
7. Extensive written and verbal communication skills.
8. Knowledge regarding Wisconsin's data systems relevant to child welfare, such as eWiSACWIS, CARES, KIDS, JSDR and others.
9. Extensive skill in initiating and maintaining cooperative, interpersonal relationships.
10. Considerable skills in problem solving, negotiation, and group facilitation.
11. Ability to work both independently and in teams.