DATA ASSOCIATE (PART-TIME)

Nest is a 501(c)3 nonprofit committed to furthering global workforce inclusivity, gender equity, and cultural preservation through responsible development of the global craft sector. Nest is reimagining the future of work and advocating for the interests of overlooked artisans, maker entrepreneurs and small businesses to advance gender equity and deepen economic inclusion for women and vulnerable populations in the United States and around the world. Through a comprehensive suite of programs, Nest supports over 1,600 micro and small businesses as they develop their operations to access meaningful market opportunities and achieve long-term success.

We are seeking a part-time Data Associate for a contracted position for a duration of five months to support the advancement of data systems and processes at Nest. Nest was recently selected to participate in the Patrick J. McGovern Foundation’s (PJMF) Data and Society Accelerator program that aims to advance non-profit data maturity while equipping organizations with novel tools and expertise. As part of this program, Nest will have access to an advanced analytics “sandbox” for a period of 6 months to test out a new data infrastructure and assess level of fit for longer-term integration into the organization’s architecture. The data experiment for this architectural pilot is to establish a knowledge base on climate impact and green entrepreneurship in the artisan sector, in partnership with the Wharton Risk Center.

The Data Associate will collaborate with key Nest staff as well as external data experts from PJMF, who will be advising Nest on the introduction and utilization of tools and processes. The Associate will be expected to work creatively in developing and maintaining datasets aligning with best practices in data management and analysis.

Specific roles and responsibilities include, but are not limited to:

Advancing Nest’s Data Architecture
- Pilot and test new data systems and infrastructure for analysis of select Nest program datasets
- Set up a cloud-based data management and analysis platform using Amazon Web Services under the guidance of expert data engineers
- Perform data cleaning and transformations of datasets in preparation for analysis
- Document the data architecture transformation and testing process including successes and challenges
- Support the development of a roadmap for integration of successful processes into the organization’s overall data architecture, accounting for longer-term sustainability
- Collaborate with data experts from PJMF who will be guiding Nest through the data integration

Climate Impact Research
- Support collection of quantitative and qualitative data through digital surveying and interviews to build a first of its kind climate dataset in the artisan sector
- Research and identify global and domestic public climate-related data that can be overlaid with Nest data (in partnership with the Wharton Risk Center)
Merge existing internal datasets with suitable public databases housing climate impact data and conduct comparative and integrated analyses

Contribute to statistical analysis of climate datasets overlaid with Nest data using predictive modeling methods such as linear/logistic regressions, time series analyses, and neural networks

Support analysis of qualitative data collected through text-based surveys and interviews

Collaborate with students and staff at the Wharton Risk Center who will be leading the primary analysis of the climate datasets

General Data Support

Streamline Nest databases and spreadsheets to increase efficiencies in descriptive data analysis

Research and identify global and domestic public datasets including information on informal labor or the artisan sector that can be overlaid with Nest data

Merge suitable public databases with Nest data and conduct comparative / integrated analyses

Ad-hoc data cleaning and management requirements across other Nest programs as needed

Collaborate with various members of the Nest team to support priority data management needs

Experience & Qualifications

Minimum of a bachelor's degree or enrolled in a bachelor’s or graduate program in data science, statistics, data engineering, computer science, or related field

Demonstrated technical skills in Excel (using macros), Stata, R or Python, Qualtrics or other data collection/management and analytical software

Knowledge of data architecture design and experience in data science and/or machine learning

Experience with cloud-based technologies and architecture such as Amazon Web Services

Knowledge of data visualization software such as Qlik or Tableau a plus

Strong analytical background with experience in synthesizing complex datasets and experience supporting quantitative and qualitative analysis

Successful track record in setting priorities; keen analytic, organization and problem-solving skills

Personal qualities of integrity, credibility, and dedication to the mission of Nest

Details & Instructions for Applying

This is a part-time contracted role with an ideal start date in March/April 2022. The level of effort is expected to be 20 hours per week for a duration of 5 months. Compensation will range from $2,000 to $2,400 per month, dependent on level of experience.

To be considered, please send an email to shalini@buildanest.org and we will send instructions for completing your application. The subject line should include your name and the position title.