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# Job Announcement

## Kids Count Coordinator



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Advocates for Children of New Jersey (ACNJ), the state's leading child advocacy and research organization, is seeking a Kids Count Coordinator. In addition to producing the state, county and city Kids Count reports, the coordinator is the data resource for ACNJ advocacy activities. ACNJ is looking for an individual with strong analytical, data, policy research and writing skills. The ability to engage diverse audiences in understanding what the data mean is key.

The Kids Count reports are ACNJ's signature publications and are widely used as the comprehensive source of information on the well-being of children. This position reports to the Executive Director and works closely with the policy, communications, outreach and development staff.

### Responsibilities:

- Collect, analyze and communicate data effectively to educate state leaders and the public on child and family issues and to advance ACNJ's overall policy initiatives.
- Identify and obtain data from various state and local agencies as well as census data. Ability to identify and access new data sources.
- Provide clear and effective analysis of data to identify trends, key themes and issues relevant to child well-being in New Jersey. Must have the ability to compare data state-to-state, county-to-county or city-based.
- Develop and write the state, county and city Kids Count reports annually and other policy reports, as needed.
- Maintain the Kids Count database on ACNJ's website and in the national Kids Count data system.
- Respond to data requests from policymakers, the media and the public.
- Collect data, conduct analysis and draft reports on other key policy issues emerging from the Kids Count reports or as assigned.
- Work closely with ACNJ's policy, communications, outreach and development staff to ensure that Kids Count is an integral part of ACNJ's policy agenda and program activities.
- Provide presentations on the report and data to diverse audiences.
- Represent ACNJ in the National Kids Count network.

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Giving Every Child A Chance

## **Job Description: Kids Count Coordinator (...continued)**

### **Qualifications:**

- High-energy, creative individual with experience in understanding and using data to promote policy advances for children.
- Experience in collecting and analyzing data and in using census data.
- Experience in policy analysis, with the ability to understand and articulate policy issues effectively.
- Strong communications skills. Able to write effectively to explain the data and what it means and to present data analysis in public presentations.
- Experience in using Microsoft Excel, Access and Publisher. Ability to create charts and graphics to present data.
- Ability to use new technology and social media to present Kids Count data and findings.
- Ability to work as part of a team to advance ACNJ and its policy agenda through policy advocacy, outreach, communications and development.
- Must have flexibility, demonstrate initiative, and be able to work independently and to meet deadlines without fail.
- Experience in developing power point presentations and HTML programming for web sites also a plus.
- B.A. degree required, M.A. degree a plus, in public policy, research, statistics, sociology or related field.
- Ability to speak Spanish a plus.

This is an exciting opportunity for the right person to work as part of a highly effective team to bring about positive change for children, using data effectively to educate and engage state leaders and the public in ACNJ's advocacy agenda for children. ACNJ offers a competitive salary and excellent benefits package. Please e-mail a cover letter, resume and writing sample to Cecilia Zalkind at [czalkind@acnj.org](mailto:czalkind@acnj.org). No phone calls, please.