



Data Analyst

Full Time, Day Shift

Minimum Starting Salary: \$61,796

Do you have a passion for using data to improve the quality of care and health of individuals receiving behavioral health services? Would you like to be a valuable member of a diversity driven, mission-minded team that impacts our community? If so, we have an exciting opportunity for you to work as a **Data Analyst!**

What You Will Be Doing

Working **on-site** as a full-time **Data Analyst**, you will be responsible implementing assigned project tasks and data reporting, including monitoring progress for system development, integration, and compliance. You will be responsible for the implementation and reporting of Certified Community Behavioral Health Clinic (CCBHC) related performance and population health management indicators. Your key role will include collecting, maintaining, interpreting and analyzing large datasets from internal and external sources to identify trends, patterns, and insights to support a wide variety of business needs. You will have the opportunity to collaborate closely with multiple departments and levels of management to present and review data and implement solutions for decision support and information reporting.

You will assist with database administration and other support systems to meet the goals and objectives of the Analytics department and overall organization. You will be expected to develop Power BI reports that compile data into simple and understandable format for management, facilitating informed decision-making across various analytics projects. Technical skills are required to identify key data elements within front-end applications and reconciling them with corresponding tables or columns in the back-end database to ensure data consistency and integrity for comprehensive analytics. Also, implementing and maintaining ETL processes to ensure data accuracy and availability.

What We Require

Bachelor's Degree in Information Technology, Computer Science, Statistics, Business, Human Services fields, or related areas with relevant data analytical experience or minimum three years equivalent work experience in data analytics will be considered. Proficiency with SQL and experience in querying and manipulating large datasets for analysis. Proficiency with Microsoft Suite including high proficiency with Power BI and Excel. Experience working within an Electronic Health Record (EHR) and knowledge of using an EHR to pull and analyze data is strongly preferred. Proficiency in manipulating data through ETL (Extract, Transform, Load) processes, ensuring the provision of clean and accurate data sets to various departments for informed decision-making strongly preferred.

Knowledge of information systems, including some familiarity with financial /business applications, clinical applications, and managed care applications are desired. Ability to work independently and

manage multiple projects simultaneously. Ability to communicate effectively with non-technical staff, including requirements gathering, stakeholder engagement, and translating complex technical concepts in an understandable manner for diverse audiences across the organization is required for this position. Good communication and interpersonal skills with the ability to develop and maintain strong relationships, acting as an advocate to ensure that all data needs are continuously met and exceeded.

Who We Are

Integrated Services of Kalamazoo (ISK) has been delivering quality services and programs to improve the lives of those we serve for over 30 years. ISK works with youth, families, and adults with mental illnesses, intellectual and developmental disabilities, and substance use disorders to help them succeed. We provide welcoming and diverse community partnerships which collaborate and share resources to support individuals and families to be successful and achieve their goals in a trauma-informed environment.

Why Work For ISK?

Because we make a difference in the lives of the individuals we serve in the Kalamazoo community every day. You will have the opportunity to work with amazing co-workers in an environment that values diversity, inclusion, work/life balance and encourages ongoing education for professional development.

We also offer a competitive compensation and benefits package, with some of the **best retirement plans** in southwest Michigan including a **6.2% retirement match and pension plan!** You will also enjoy **12 paid holidays, personal time, 23 days of PTO** and the opportunity to earn additional PTO hours for participating in our **wellness program!** Kalamazoo is the home of the **Kalamazoo Promise!**

Come Join Us!

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. ISK is an equal opportunity employer that encourages diversity and inclusion among its workforce. ISK fomenta la diversidad y la inclusión.

We look forward to meeting you!

Physical Requirements/Working Conditions:

Physical Efforts— Job demands include prolonged sitting and standing as appropriate. May occasionally require light lifting up to 25 pounds, stooping, kneeling, crouching, or bending as appropriate. Requires coordination of hands and/or eye/hand/foot.

Working Conditions— This position offers a telecommuting/remote work schedule as approved by the supervisor per organization policy. Office environment with noise from computers, copy machine, and telephones. Use of video display terminal (VDT) for periods in excess of 30 minutes at a time. Possible eyestrain from extended periods of viewing VDT. May be exposed to bloodborne pathogens, infectious diseases, and parasites. Travel throughout the Kalamazoo area is required.