

CITY OF NEW YORK
NEW YORK CITY DEPARTMENT FOR THE AGING

CITYWIDE VACANCY NOTICE

Civil Service Title:	<u>City Research Scientist II</u>	Salary:	<u>\$87,743 * - (Non-city minimum)</u> <u>\$100,904 ** - (City minimum)</u>
Title Code:	<u>21744</u>	Number of Positions:	<u>1</u>
Office Title	<u>Director, Data Analytics</u>	Work Location:	<u>2 Lafayette Street, NYC</u>
Division/Work Unit: <u>Bureau of Planning & Strategic Initiatives/Office of Planning & Analytics/Data Analytics Unit</u>			

Additional Information:

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

As a current or prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs.

Job Description:

With an overarching mission to eliminate ageism and ensure the dignity and quality of life of approximately 1.8 million older New Yorkers, the NYC Department for the Aging is deeply committed to helping older adults age in their homes and creating a community-care approach that reflects a model age-inclusive city.

OPA seeks a motivated, organized and detail-oriented individual with excellent data management, analytic, quantitative and leadership skills to serve as the Director of OPA’s Data Analytics Unit (DAU). The Director will play a crucial role in providing strategic leadership and oversight of NYC Aging’s data infrastructure, analytic functions, and reporting systems. This position is responsible for developing and executing a comprehensive data strategy that ensures data integrity, accessibility, and actionable insights to inform decision-making, policy development, and service improvement. The Director leads a team of data analysts and reporting specialists and works cross-departmentally to support a data-driven culture throughout the organization.

Key Responsibilities

- Strategic Leadership.
- Develop and implement an enterprise-wide data strategy encompassing analytics, reporting, and data governance.
- Serve as the senior advisor on data and analytics, guiding executives and program leaders in evidence-based decision-making.
- Establish policies and standards for data collection, integration, quality, security, and usage.
- Foster innovation through advanced analytics, predictive modeling, and business intelligence initiatives.
- Data Management and Infrastructure
- Work with the Office of Information Technology (OIT) to oversee design, implementation, and maintenance of data systems, warehouses, and pipelines ensuring high data quality, reliability, and scalability.
- Follow-up with OIT to ensure appropriate tools and technologies support analytic and reporting needs.

Analytics and Insights

- Support the development of analytic frameworks, dashboards, and models that provide actionable insights into organizational performance and outcomes.
- Supervise design and execution of analyses that support program evaluation, forecast trends, and identify opportunities for improvement.
- Ensure analytics outputs are accurate, timely, and aligned with organizational priorities and stakeholder needs.
- Ongoing and ad-hoc reports and performance management data.
- Ensure consistent and documented data definitions and methodologies to promote comparability and transparency.
- Translate complex analytic findings into clear, compelling reports and visualizations for senior leadership and external audiences.

Team and Collaboration

- Supervise and mentor a team of analysts, data managers, and reporting professionals.
- Promote professional growth, collaboration, and data literacy across the organization.
- Build strong partnerships within the Bureau and with other internal departments.

***Non-City rate (Non-City candidates & candidates with less than 2 years of City Service)**
****City incumbent rate (Candidates with 2 or more active years of City Service)**

Minimum Qualifications: <p>For Assignment Level I (only physical, biological and environmental sciences and public health) A master's degree from an accredited college or university with a specialization in an appropriate field of physical, biological or environmental science or in public health.</p> <p>For Assignment Level II to be appointed to Assignment Level II, candidates must have: 1. A doctorate degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and one year of full-time experience in a responsible supervisory, administrative or research capacity in the appropriate field of specialization; or 2. A master's degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and three years of responsible full-time research experience in the appropriate field of specialization; or 3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least a master's degree in an appropriate field of specialization and at least two years of experience described in "2" above. Two years as a City Research Scientist Level I can be substituted for the experience required in "1" and "2" above.</p>		
Preferred Skills: <ul style="list-style-type: none"> • Expertise in SQL, Tableau and Power BI preferred. • Knowledge of modern data architecture (e.g., cloud data platforms, APIs, ETL/ELT pipelines). • Strong grounding in statistical analysis, predictive modeling, and data governance frameworks. • Familiarity with privacy, security, and compliance requirements (e.g., HIPAA, GDPR, FERPA, or comparable frameworks). • Exceptional strategic thinking, communication, and stakeholder engagement skills. • Proven ability to translate technical concepts into actionable strategies for non-technical audiences. • Commitment to fostering a culture of data-driven decision-making and continuous improvement. • Strong understanding of performance measurement and program evaluation. • Experience in supervising staff and/or leading data teams. 		
NOTE: NEW YORK CITY RESIDENCY IS REQUIRED WITHIN 90 DAYS OF APPOINTMENT.		
<p style="text-align: center;"><u>TO APPLY</u></p> <p style="text-align: center;">Please be sure to submit a resume & cover letter when applying.</p> <p style="text-align: center;">All current City Employees may apply by going to Employee Self Service (ESS) http://cityshare.nycnet/ess Click on Recruiting Activities/Careers and Search for Job ID #753927</p> <p style="text-align: center;">All other applicants, please go to www.nyc.gov/careers/search and search for Job ID #753927 Please do not email, mail or fax your resume to NYC Aging directly.</p>		
55-a Program: <p>This position is also open to qualified persons with a disability who are eligible for the 55-a Program. Please indicate at the top of your resume and cover letter that you would like to be considered for the position through the 55-a Program.</p>		
Posting Date: December 04, 2025	Post Until: Filled	JVN No. 125-26-18 CW