

SUMMARY

Institutional Research Analyst and Director of Institutional Research with over 15 years of experience with research and survey design, data integration, data-modelling, econometric analysis, and writing high-quality academic publications and legislative or planning reports. Excellent communication skills with a proven aptitude for conveying complex, technical information to non-expert audiences.

RELEVANT SKILLS

- Over seven years of experience as an Institutional Research Analyst and Director of Institutional Research.
- Twelve years of experience as a post-secondary educator.
- Expert-level research design and data analysis skills.
- Expert-level knowledge of econometrics and statistics.
- Four years of experience designing and administering large-scale surveys.
- Strong organizational and project management skills.
- Expert-level programming skills using R, and open-source statistical programming environment.
- Advanced knowledge of SQL and SAS
- Advanced knowledge of MS SharePoint, Word, Excel and Access
- Excellent communicator and public speaker
- Professional writer and editor
- Native level written and verbal Spanish fluency.

PROFESSIONAL EXPERIENCE

Interim Director and Director of Institutional Research: University of Washington—Bothell, Bothell, WA (February 2018-Present)

- Serving as UW-Bothell's Representative on the University of Washington's Data Governance Operations Committee
- Co-leading the implementation of a local data governance framework at UW-Bothell (still in process).
- UW-Bothell's technical lead for the implementation of an integrated analytics and advising case management platform (EAB Navigate) for undergraduate students.
- Supervised the development of five dashboards and six automated PDF reports that support program-level enrollment management and budget planning.
- Supervising, planning and conducting research, data analysis, and reporting in support of UW-Bothell's Strategic Enrollment Plan (still in process).
- Supervising, planning and conducting research and analysis support for the Chancellor's Retention Committee (still in process).

- Planning and conducting enrollment projections and variance analysis in support of UW-Bothell's Responsibility Center Management (RCM) budget model.

Senior Institutional Research Analyst: University of Washington—Bothell, Bothell, WA (August 2016-February 2018)

- Project lead and principal data analyst for multiple institutional reports and over 200 ad-hoc requests.
- Developed web-based Tableau dashboard that measures teaching productivity of academic units.
- Developed curriculum planning tool that helps deans align course section offerings with agreed upon faculty composition targets.
- Developed course section enrollment limit survey and classroom utilization report designed to help schedulers make more efficient use of limited classroom space.
- Developed project prioritization tools to help our office manage workflow.
- Served as IR Office representative on multiple cross-functional campus committees and working groups.

Economic Analyst: Washington State Employment Security Department, Lacey, WA (September 2014-August 2016)

- Project lead and principal data analyst for agricultural wages and practices survey covering nearly 7,000 employers and over 30,000 workers.
- Project lead and principal data analyst for the 2015 Self-Employment Assistance Program net-impact study, covering 3,000 participants and over 10,000 control group members.
- Co-authored and conducted data analysis on the 2015 Training Benefits Program net-impact study, covering over 20,000 participants and 20,000 matched control group members.
- Principal author and data analyst for the annual Training Benefits Program legislative report.
- Principal author and data analyst for the annual Agricultural Workforce Report.
- Subject matter expert and primary contact for agricultural employment data.

EDUCATION

- Doctor of Philosophy, Political Science, University of Washington (2011)
- Master of Arts, Political Science, San Diego State University (2001)
- Bachelor of Arts, Political Science, University of Nebraska (1996)