

## Data Analytics Manager

Office of Emergency Management (OEM)

**Annual Salary: \$64,572.16 - \$76,889.20**

Data Analytics is needed for surveillance and prediction of data trends within the Emergency Management System (EMS). It is essential data is available to our system partners within a timely manner. These partners include hospitals (over 14), paramedic providers, elected officials, and police/fire chiefs. The demand for data is ever-increasing and our County is data-driven.

**Job Summary:** Under the direction of the EMS Program Administrator, the Data Analytics Manager will analyze and present data to the EMS in a timely and efficient manner. This data must be of the caliber to use to predict trends and prescribe action based on the evidence. Examples include pre-positioning ambulances based on neighborhood outbreaks or opioid overdoses. Must also incorporate various streams of data into one location, suggesting modern technology and changes to manage a "big" and "open" data platform. This position is critical to bringing OEM to the forefront in our use of technology and advanced analytics for better patient outcomes.

### Job Responsibilities:

1. *Data Analytics.* Investigate efficient ways to complete data mining and ensure data is scrubbed, complete, and accurate. Integrate data into national platforms (CARES, Trauma Registry, WARDS, ODMAP, GIS etc.).
2. *Data Presentation.* Display data in real time settings with partners of the EMS system. Develop innovative ways to share data with the EMS system and stakeholders to include "open" transparent publication on the internet and the filtering and analysis of "big" data into actionable conclusions.
3. *Predictive & Prescriptive Analytics.* Predict trends in the EMS system and report trends to community stakeholders. Use these trend-spotting techniques to further develop analytics into prescriptive formulas for field providers and hospitals. Make recommendations to bring better outcomes to patients.
4. *Management of Data Employee(s).* Provide oversight of the Health Information Specialist by assigning and managing projects, performing employee performance evaluations, and supporting/mentoring the employee within the chain of command.
5. *Fund Sourcing.* Utilize available data to support justifications for writing grant funding applications. Search for and apply to available federal, state and local grants. Aid and provide data to adjacent stakeholders and County departments in grant applications.
6. *Data Requests/Research.* Fulfill requests for data sharing with partners through the established procedure. Independently outreach to other departments, such as the Office of African American Affairs, to offer and suggest data for research analytics in reducing racial disparities.
7. Complete other duties as needed to support the office in projects based upon areas of expertise.

### Minimum Qualifications:

- Current resident of the state of Wisconsin
- Valid driver's license; which must be maintained throughout employment
- Bachelor's Degree or higher in Business Administration, Information Technology or a closely related field is required
- At least five (5) years of experience working in an Information Technology role or in a Data Analytics, Evidence, and/or Research role is **required**; *having this experience in an EMS related field is preferred*
- At least three (3) year of experience working in a supervisor/management role in a closely related field
- Proficient in Microsoft Office Suite software, Internet applications and related software including data presentation software used to create Infographics
- Able to lift/carry/push/pull up to 50 pounds on a regular basis

**Knowledge, Skills, and Abilities:** Knowledge of basic Emergency Medical terminology; knowledge of common Emergency medical services forms and reports; skilled at analysis/reasoning, communication/interpretation, math/mental computation, reading, sustained mental activity (i.e. auditing, problem solving, composing reports). Ability to maintain sensitive or confidential information, explain and gather information, answer queries, or aid internal and/or external

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contacts. Ability to persuade, conform or recommend course of action with internal and/or external contacts. Ability to perform with a high degree of authority in securing understanding and cooperation with internal and/or external contacts. Ability to read, write and comprehend simple instructions, reports, short correspondence and memos, speak effectively before both internal and/or external group. The ability to act as a leader and make informed/anticipated independent decisions quickly.

**THE ORIGINAL APPLICATION** is open to qualified residents currently residing in the State of Wisconsin.

APPLICANTS MUST POSSESS MINIMUM QUALIFICATIONS AT TIME OF FILING APPLICATION. *An online application may be filed at <https://bit.ly/2PcDNOK>. Candidates will be asked to submit a full account of their training and experience and may be asked to take a written or performance test as part of the selection process.*

Milwaukee County provides a competitive benefits package. We are proud to be an EEO/AA employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing.

*PG31M (6300 BHD) M. Otero*