

Baltimore Corps Position Proposal

Need & Background

While our agency is not public facing, it plays an important role in buttressing critical agencies and enabling them to deliver public services effectively. For example, our support services ensure that trash and recycling is picked up, that police are able to respond to citizen calls and that residents can access Health department facilities when necessary. Internally, we have been focused on centralizing two activities: 1) the analysis of the various workflow, software systems and information, 2) the streamlining and improvement of operating processes across the various divisions.

Your mission—to recruit and retain the strongest possible talent base dedicated to securing the city's long-term health, as well as achieving equity in its communities and the organizations that serve them—speaks to me and I have seen it in practice. I have relationships with a number of the Visionary Leaders and Fellows and have been impressed by the partnerships.

We believe Baltimore Corps can be a good partner in helping us connect with the right human capital for improving how we deliver services and support city agencies. This requires a mix of passion for and commitment to the City as well as a certain level of professional expertise and capacity. Baltimore Corps has done a good job of attracting people that are making an impact across so many organizations in the City.

Data, Automation and Technology Analyst Position

This team member will spend roughly 20%--25% of their time learning the agency operations in key divisions and suggesting areas for analysis and process improvement projects as well as mastering and providing guidance on the relevant underlying technologies.

The other 75%--80% of their time will be centered on: 1) performing operation analysis to design or support new program development, administrative or operational policy changes and assistance with related implementation, 2) and or quantifiable improvements in operations from identification of opportunities for process automation and its implementation, 3) and or providing coaching to analysts and playing a central role in establishing an environment where the Python programming language is adopted for process improvement activities, projections and analysis throughout the office, and or 4) developing an information management strategy to centralize data collection and reporting across divisions that may include collection, mining, engineering, predictive analytics or identifying redundancies and or 5) delivering real-time key performance indicator information to managers in a meaningful way.

Desired:

Strong analytical skills and good intuition for story telling with data
Experience with computer programming language(s) for analysis or automation
Experience with Tableau and Python or other similar programming language

Required:

Intellectual curiosity
Must have strong interest in data, technology, process automation
Willingness to learn and teach