



Research & Data Analyst (contract)

Overview of the Role

Pier Partners is searching for experienced data analysts and researchers skilled in translating quantitative data into actionable insights. Data analysis will support development of fundraising strategies, market research, and program metrics. We are especially interested in candidates who can develop user-friendly tools that help teams continuously and seamlessly monitor and act on data.

This work is part-time and varies by project, typically 5-10 hours per week on a per-project basis. Our clients are typically nonprofits in education and social services, and vary in size from national organizations to entrepreneurial start-ups.

About Pier Partners

Pier Partners focuses on partnering with social sector leaders to develop the building blocks for impactful programs to grow and thrive. We specialize in fundraising, communications, and organizational strategy. We recruit and select contractors with writing and communication skills and coach them to develop high impact fundraising, communications, and marketing materials for our nonprofit and social enterprise clients. We are a fully remote company operating with US-based clients across multiple time zones.

What you'll do

- Analyze quantitative and qualitative data and distill key insights
- Develop written and visual materials to present data
- Build and adapt data tracking systems for maximum accuracy and efficiency
- Develop user-friendly dashboards and data visualizations
- Operate quickly and accurately within Excel and other data management systems
- Research market trends for strategic impact
- Communicate clearly with clients and team members about project goals and deliverables
- Meet final and interim deadlines for all phases of each project
- Attend client meetings as needed
- Follow-through with project even as timelines shift
- Prioritize proactive communication on progress, timing, capacity, and questions with manager
- Develop and maintain strong relationships with colleagues and clients

Who you are

- **Detail oriented.** You operate with extreme attention to detail, prioritize accuracy, and double check all findings through multiple methods.



- **Strong communicator.** You are skilled in translating quantitative data and systems that meet the communication needs of clients with varying degrees of quantitative fluency.
- **Goal oriented.** You set achievable goals and meet them every time, on time.
- **Experienced in Excel.** You must be at least an intermediate or advanced Excel user, able to creatively use formulas to manipulate data, and develop easily interpreted data sets and findings.
- **Learner.** You are a lifelong learner seeking opportunities to stretch yourself and respond to feedback with openness and curiosity.
- **Passionate.** You are passionate about making a difference on a wide range of issues affecting our nation.
- **Open-minded.** You recognize that different organizations, leaders, teammates, and approaches all bring different perspectives and values to the table, and your inquiry-based approach helps uncover shared purpose.
- **Flexible.** You are seeking a role that can scale up or down based on available projects. You are comfortable navigating ambiguity, trying new things before asking for help, and voicing obstacles long before deadlines.

Compensation

Compensation for this role is on a contract basis. Hourly rate is \$25-\$75 per hour, based on experience, and annual increases for strong performance.

Anti-discrimination policy and commitment to diversity

Pier Partners seeks individuals of all backgrounds to apply for this position; we are committed to building a diverse and intentionally inclusive company.

How to apply

Interested applicants should submit a resume via [the Pier Partners job application form](#).