



Senior Director, Data Management & Research

Texas Association of Community Colleges

Purpose

The Senior Director, Data Management and Research (“Senior Director”) will advance knowledge and insights through data collection, analysis, and reporting to support the collective mission of the Texas Association of Community Colleges (TACC), the Community College Association of Texas Trustees (CCATT), and the Texas Success Center (TSC).

Who We Are

TACC is a 501(c)(6) organization serving 49 public community college districts in Texas. As a membership organization, TACC represents the presidents and chancellors of the state’s community colleges. CCATT represents community college board trustees and regents. As a division of TACC, the Texas Success Center drives statewide student success efforts by advancing effective policy and practice, informed by data.

Statement of Job

A key member of the association’s policy and advocacy team, the Senior Director is responsible for leading data management, research, and reporting efforts that inform policy development and strengthen decision-making across Texas community colleges. The Senior Director translates complex data into clear, actionable insights that support TACC’s advocacy priorities, legislative initiatives, and member services.

This individual will collaborate closely with state agencies, college leaders, and external partners, serving as both a strategist and technical resource. The ideal candidate will bring strong data expertise, a passion for service, and the ability to deliver timely, high-quality analyses in a fast-paced environment. This position reports directly to the President & CEO.

Required Education, Experience, and Skills

- Bachelor’s degree from an accredited college or university and at least five years of experience in a governmental, academic, or policy-related setting.
- Demonstrated ability to analyze and synthesize complex data sets to produce highly readable reports and presentations.
- Creative thinker who uses data to inform strategy, policy, and practice.
- Strong customer service orientation and ability to communicate technical concepts to a variety of audiences.
- Familiarity with higher education policy and practice, with enthusiasm to learn about community colleges and statewide funding models.
- Proficiency in data visualization tools and reporting software.

- Excellent written and verbal communication skills.
- Proven ability to collaborate effectively with colleagues and partners in a fast-paced, dynamic environment.

Essential Functions

Research & Data Analytics

- Advance TACC's research capacity by maintaining expertise on higher education policy, community college finance, and student success data in Texas and nationally.
- Uses database query tools, statistical and analytical software, and data discovery tools to extract, manipulate, and analyze data.
- Works with TACC President & CEO to develop and implement a long-term strategic plan for policy research and data, managing externally contracted and internal research associates.
- Design and execute research projects to inform advocacy priorities and sector-wide strategies.
- Conduct funding and finance analyses, including scenario modeling and comparisons of Texas community college data with peer states and national benchmarks.
- Produce high-quality policy memos and white papers to advance TACC's strategic initiatives and provide actionable insights for stakeholders.

Data Management & Technical Support

- Oversee the collection, management, and dissemination of data to support community college leaders, policymakers, and partners.
- Provide technical support and guidance on survey design, evaluation methods, and available data sources.
- Serve as a resource to TSC, CCATT, and member colleges on matters of research, analytics, and reporting.

Communication & Stakeholder Engagement

- Translate complex analyses into clear, actionable information for policymakers, member colleges, and stakeholders.
- Develop high-quality visualizations, presentations, and reports that communicate key trends and insights.
- Collaborate with the advocacy and communications teams to ensure data informs messaging and strategy.
- Represent TACC at key state and national conferences, convenings, and professional networks to share insights, build partnerships, and advance the association's priorities.

Key Deliverables

- Produce annual surveys and reports, including Fall and Spring Enrollment, Local Revenues, and Administrative Salaries; ensure timely data cleaning, validation, and publication.
- Conduct formula funding analyses and budget scenario modeling before, during, and after state legislative sessions, including preliminary, near final, and close-out funding runs.
- Administer ad hoc surveys and data collections (e.g., dual credit, tuition exemptions, mandates, workforce needs) to address emerging policy and legislative priorities.
- Develop and maintain data insights resources for member colleges, including funding cycle visualizations, crosswalks of data sources and outcomes, FAQs, and dashboards.
- Monitor the Texas Register for proposed and adopted rules affecting community colleges; summarize implications and communicate timely updates to CEOs and member colleges.
- Serve as TACC's liaison with the Texas Higher Education Coordinating Board (THECB) on data reporting, finance, and financial aid collections, including rulemaking review and participation in THECB office hours.
- Provide analysis and support for major TACC initiatives, including the Certificate Programs Task Force, Tax Working Group, the Membership Dues Subcommittee, among others.
- Lead key grant-funded initiatives that engage community colleges, providing technical assistance to support policy implementation (e.g., the FAST program) and strengthening partnerships between school districts and community colleges.
- Deliver timely reports, fact sheets, and data insights to inform advocacy, policy implementation, and member communications.

Application Process

Candidates should submit a letter of interest, current resume, and salary expectations to Lori Stalheber, TACC Director of Finance, at lstalheber@tacc.org. The position is open until filled.