



## **Data and Reporting Manager**

Faulkner Consulting Group is looking to hire an experienced **Data and Reporting Manager** to join our consulting team at HealthSource RI, Rhode Island's health insurance exchange. The **Data and Reporting Manager** will be leading a team of analysts to ensure the highest quality of information and analysis to inform policy decisions.

### **Key responsibilities:**

- Manage data team resources and timelines and assign to projects as needed to ensure timely responsiveness to business needs
- Provide data to senior leadership team as needed, including creation of presentations to facilitate strategic decision making
- Develop, implement, and continually update internal processes for data requests, report design and the release of data
- Oversee responses to internal end users requests for data, including management of special report requests and data requests from external entities
- Lead the design and implementation of research and evaluation activities such as customer satisfaction and other customer surveys, including working with outside vendors for larger projects (i.e. statewide insurance coverage survey)
- Work with the legal and communication teams at HSRI to manage the release of data and public reports
- Work with legal teams at HSRI to negotiate and secure data use agreements with outside partners
- Advise other staff on research methodology, sampling, evaluation of pilots, and acceptable uses of data
- Guide development of dashboards/metric development/data definitions, with goal of creating a self-service reporting environment that will allow access to data and reports for all staff
- Facilitate team building for data team resources across agencies
- Work with technical HSRI team to give input to and approve functional design documents (FDDs) from technology vendor to ensure consistency with business needs
- Participate in strategic planning across state agencies related to large data projects and use of data (DataMart, All Payer Claims Database, Unified Health Infrastructure Project, and others)

### **Qualifications/Requirements:**

- Bachelor's degree in business/management or related field, master's degree preferred
- 5+ years of management experience
- Strong data analysis skills

- Exceptional Excel skills, proficiency in Microsoft Office
- Experience with research methodology and statistical sampling
- Strong writing and communication skills
- Experience with complex business processes
- Familiarity with healthcare industry required
- Familiarity with data security and privacy required
- Familiarity with federal/state health insurance policy a plus
- Tableau experience a plus

### **Competencies**

- Thrive in an ever changing environment
- Strong analytical/research/problem solving skills
- Ability to multi-task and prioritize effectively
- Excellent written and verbal communication skills
- Manage and prioritize task list on a timely basis
- Self-motivated, able to work independently
- Proven ability to meet deadlines
- Willingness to learn and expand knowledge
- Highly developed client/customer service skills
- Organizational skills, with strong attention to detail and follow-through
- Strong team player

### **Logistics:**

- HSRI offices in Providence, East Providence and Cranston. Main location will be Cranston.
- Faulkner Consulting Group is a virtual company, all work is done at client offices

### **Candidates:**

- Check out our website [www.faulknerconsultinggroup.com](http://www.faulknerconsultinggroup.com)
- Interested candidates should submit cover letter and resume to [hiring@faulknerconsultinggroup.com](mailto:hiring@faulknerconsultinggroup.com)
- Compensation based on experience. We offer competitive health benefits, IRA match, and paid time off.

Faulkner Consulting Group has extensive expertise in the health insurance industry, including commercial and Medicaid benefit design, business model creation, market and financial structure analysis, and implementation of federal healthcare reform.

We bring an analytical perspective to health insurance issues with an emphasis on data-driven decision-making. Our extensive knowledge of recent health care trends makes us an invaluable resource to our clients. We have over 15 years of experience helping clients with business planning, financial modeling, project management, facilitation and basic research and analysis.

*Faulkner Consulting Group is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, sexual orientation, gender identity or expression, religion,*

*national origin, marital status, age, disability, veteran status, genetic information, or any other protected status.*