Stanislaus County invites applications for the position of:  
Suicide Prevention Innovation Project  
Data Analyst

ABOUT THE PROJECT
Innovation is one of five components of Proposition 63, the Mental Health Services Act (MHSA) passed by California voters in 2004. It provides funds to evaluate new approaches in mental health. Innovation projects contribute to learning about and addressing unmet need rather than focusing on providing direct services.

The Suicide Prevention Innovation Project will introduce a new application of a promising community driven best practice or adaptive approach that has been successful in non-mental health settings. The result will be an increase in the quality of mental health services, including measurable outcomes.

The Suicide Prevention Innovation Project will utilize and evaluate the Collective Impact Model as the promising community driven best practice or adaptive approach. The Collective Impact Model has been widely adopted as an effective best practice approach to cross-sector collaboration to address complex social and environmental challenges. The Collective Impact Model has been successful in non-mental health settings; it was adopted as the innovative approach for the Suicide Prevention Innovation Project because cross-sector perspectives and collaboration are needed to address the complex causes and multiple risk factors of suicide.

The three (3) year project will use the Collective Impact model to engage and convene stakeholders to examine the alarming problem of suicides and develop a cross-sector strategies and interventions to address the issue. A Joint Action Plan will be developed and implemented to help determine if the learning project makes a difference in the suicide rate in Stanislaus County.

ABOUT THE POSITION
Behavioral Health and Recovery Services (BHRS) Suicide Prevention Innovation Project is seeking candidates for the Data Analyst position. The Data Analyst will provide technical and analytical support to the project. Candidates will be required to develop, collect, track, analyze and report on project related data, measures and outcomes.

TYPICAL DUTIES
- Research and identify credible data sets and sources
- Research and analyze various project related data, measures, and outcomes
- Track, compile, and analyze project data from various sources, in various formats
- Analyze different record sets related to the project to produce summary data and outcomes
- Produce data reports using various formats, such as written reports, oral presentations, graphs, charts, and info-graphs
- Development of data and outcome timelines
- Set priorities and meet multiple, overlapping deadlines
- Regularly attend meetings and record detailed notes related to project data, measures, and outcomes
- Follow up on meeting action items related to project data, measures, and outcomes
- Perform special assignments as needed to meet project deadlines and achieve project outcomes
- Perform other duties as assigned
- May travel outside Stanislaus County for meetings and may work flexible hours in the evenings and on weekends

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ABILITY TO:

- Demonstrate proficiency in Microsoft Office programs and computer applications
- Demonstrate excellent oral and written communication skills
- Demonstrate attention to detail
- Apply organizational skills
- Establish and maintain cooperative working relationships among project stakeholders
- Maintain accurate and comprehensive records
- Document data processes and analysis methods
- Follow-up on data and outcome-related tasks and issues
- Work as a member of the project team
- Work independently with adequate guidance and/or instructions
- Manage time effectively
- Sit at a desk for extended periods of time

KNOWLEDGE OF:

- Research and data collection methods
- Statistical concepts and methods
- Commonly used data and outcome terminology
- General computer applications and programs (Outlook, Word, Excel, Access, PowerPoint and Internet)

EDUCATION/EXPERIENCE

- One of the following: Associate of Arts degree, Associate of Science degree, or completion of 60 college semester units (90 college quarter units) in Public or Business Administration
- Three (3) years of experience in administrative assignments involving data collection, analysis, reports, and outcomes presentations

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment drug screening and job-related background investigation
- Perform job duties in a manner assuring a safe working environment for oneself and others
- Maintain confidential information according to the legal standards and/or County required regulations

LICENSE

- Applicants must possess and maintain a valid California Driver’s License and remain free from repeated preventable accidents.

COMPENSATION

- This position is compensated through a Personal Services Contract and does not include health insurance.
- Stanislaus County shall reimburse Contractor for travel costs, meals, and lodging at the same rate paid to County employees if required for the performance of services requested by County.
- Receipts of all expenses shall be provided to the County prior to payment of any reimbursable expenses.
- This Innovation project is funded for three (3) years.
- The position pays $35.00 an hour with up to 20 hours per week.

IF INTERESTED IN THIS POSITION:
Please contact Sharrie Sprouse, Project Manager at ssprouse@stanbhrs.org or at (209) 281-8805

THIS POSITION IS OPEN UNTIL FILLED.