



COMMON APPROACH
TO IMPACT MEASUREMENT

L'APPROCHE COMMUNE
DE LA MESURE D'IMPACT

Common Approach is looking for an Impact Data Analyst!

Full-time

Location*: Anywhere in Canada (Fully remote)

Salary range: \$60,000 - \$79,000 CAD

Benefits include: 3 weeks paid vacation, 2 weeks paid sick leave, paid stat holidays, extended health and dental

**Candidates must be able to work for at least 4 hours between 9 AM and 5 PM Eastern Time.*

About Common Approach to Impact Measurement

Common Approach to Impact Measurement (Common Approach) is working towards flexible, shareable impact measurement for social purpose organizations.

By developing community-driven standards, our aim is to change the underpinnings of impact measurement. Common Approach is committed to refocusing impact measurement on the needs of operating charities, nonprofits, social-purpose businesses, and those they serve.

Common Approach is four **community-driven** standards: **Common Foundations**, **Common Impact Data Standard**, **Common Framework** and **Common Form**.

We are currently a small team backed by a talented and diverse governance group and an all-star network of partners. Think of us as an early-stage start-up with the potential for moon-reaching growth!

Learn more at commonapproach.org.

About the role

The Impact Data Analyst will play a crucial role in supporting the Pathfinder Pilot Project and other learning partnerships by supporting and assisting social purpose organizations (SPOs) in gathering, analyzing, and interpreting both quantitative and qualitative data.

You will work closely with the Head of Common Foundations and the Director of the Pathfinder Pilot Project to support SPOs in navigating their impact measurement journey and to help build capacity within SPO networks by sharing best practices in data collection and analysis.



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Responsibilities will include:

- Collaborate with SPOs across networks participating in the Pathfinder Pilot to support data collection efforts. This will include assisting SPOs in organizing and consolidating quantitative and qualitative data for analysis.
- Use software aligned with the Common Data Standard to demonstrate how SPOs can adopt the standard in practice.
- Complement analysis of collected impact data using other statistical tools (at minimum, Microsoft Excel and qualitative analysis tools such as Dedoose or Nvivo).
- Guide SPOs to extract actionable insights based on data trends to optimize their impact. This will include working with the Head of the Common Framework to develop flexible frameworks.
- Guide and assist SPOs in creating clear and compelling reports, visualizations, and reusable dashboards on aligned software to communicate findings to their internal team and external communities.
- Support Pathfinder Pilot research data collection, analysis, and the publication of findings in research journals.

This job is a full-time, salaried, remote position. Salary will be paid in Canadian dollars, will depend on experience, and may vary based on jurisdiction.

About you

You possess the following qualifications:

- Education and Experience:
 - Bachelor's degree in a relevant field such as statistics, data science, social sciences, business, or a related discipline.
 - 2-4 years of professional experience in data analysis, impact measurement, or a related field.
- Technical Skills:
 - Proficiency in Microsoft Excel for quantitative data analysis and either Dedoose or Nvivo for qualitative data analysis.
 - Some familiarity with some of the Common Impact Data Standard-aligned software or similar software platforms
- Knowledge and Attributes:
 - Strong critical thinking and problem-solving skills with exceptional attention to detail.
 - Experience analyzing qualitative and quantitative datasets and ensuring the accuracy of results and generated insights.
 - Ability to communicate insights effectively to diverse audiences, including SPOs and team members.



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- A commitment to continuous learning and collaboration, with a passion for advancing social impact measurement

And you are enthusiastically aligned with **Common Approach's guiding principles**: building impact measurement standards that are shaped by users and that place power with operating charities, social purpose organizations and those they serve.

In addition to the requirements above, a strong candidate for this role will also bring three or four of the following attributes to our expanding team:

- Two or more years of experience working directly with non-profits on impact measurement data collection and analysis
- Experience using Airtable, Power BI, Tableau and programming languages such as Python and R.
- Advanced proficiency in qualitative data analysis and data visualization
- Experience using a Common Impact Data Standard-aligned software.
- Experience as a trainer, consultant or capacity builder for small to medium-sized non-profit organizations
- Bilingual in English and French

Why work with Common Approach?

Common Approach is a start-up environment in many ways; you'll gain experience working across many different domains and projects. With opportunities at every turn and a culture committed to developing people to be the very best they can be, this role is designed for you to learn, create, connect, and grow in your communications career.

You will be joining a team of passionate and committed professionals who are excited about our work to shift and improve impact measurement through the implementation of the Common Approach Standards. Common Approach aims for a culture of trust, flexibility and support. We have lofty goals and ideals, but we are also committed to getting there in a sustainable, thoughtful way.

This job is entirely remote, with little to no expectation of travel.



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The next step is yours!

Please send your resume and a short letter highlighting your relevant experience and skills to info@commonapproach.org, with "**Impact Data Analyst**" in the subject line. All applicants will be informed of whether or not they have been selected for an interview. Candidates may be asked for examples of their work and/or to complete a brief assignment.

Inclusion, diversity, equity, and accessibility strengthen the community of social purpose organizations and the quality, social relevance, and impact of our work. Please take a look at [our team bios](#). If you are comfortable, please let us know if you represent a perspective or region that is currently under-represented among Common Approach staff.

Please include in your application whether you self-identify as Indigenous, Black, or as a member of another equity-deserving population group if you are comfortable doing so.

Timeline

- Applications will be accepted and reviewed on a rolling basis until filled.
- Application review will begin Monday, December 16th, 2024
- Candidates selected for interviews will be contacted no sooner than December 19th, 2024 for interviews via video call to be held beginning the week of January 6th, 2025.
- The anticipated start date will be February 11th, 2025. This is negotiable.

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