Data Management and Research Support
VISTA Assignment Description

Sponsoring Organization: Greater Milwaukee Foundation
Project Name: Milwaukee Succeeds
Project Number: 16VS192397
Project Period: July 2017 – July 2018
Focus Area: Education

VISTA Assignment Objectives and Member Activities

Goal of the Project: Milwaukee Succeeds is a community-wide partnership, grounded in collective impact, whose aim is to ensure success for every child, in every Milwaukee School, cradle to career. Our partnership is comprised of representatives from over 300 local organizations, working in networks to identify, align, and scale strategies that move the needle on educational outcomes.

This project will help build capacity in the three primary domains in which data plays an essential role: an enterprise-wide data management system, network-level data, and an annual Community Milestone Report. Having effective systems in place to move these domains forward related to standardization, supportive research, and communication is critical to our work of improving education practices, and ultimately outcomes, across Milwaukee.

Project objectives include:

Complete Milwaukee Succeeds and VISTA onboarding.
Improve data management practices within Milwaukee Succeeds networks.
Develop online components of the Milwaukee Succeeds Milestone Report.

Objective of the Assignment (*July 2017 – August 2018*)
Complete Milwaukee Succeeds and VISTA onboarding.

Member Activities:

1. Attend Pre-service Orientation or PSO Blend
2. Complete Milwaukee Succeeds onboarding plan, which will include meeting key stakeholders associated with this position, attending network and enterprise-wide meetings, and one-on-one meetings with supervisor focused on onboarding.
3. Complete Greater Milwaukee Foundation onboarding meetings with department heads in order to better understand GMF's mission, its place in the community, and understand how community foundations operate.

Objective of the Assignment (July 2017-July 2018*)*
Improve data management practices within Milwaukee Succeeds networks.

Member Activities:

1. Orientation to data and research sector of Milwaukee and data procedures within Milwaukee Succeeds.
2. Through Data Council, connect with researchers from major universities, think tanks, and local/state government bodies to conduct data pulls as needed and gain

knowledge of external data management systems.
3. Collaborate with Goal Managers and the Data Council to map the ongoing data and research needs of their active networks, and work with networks' Data Council representatives to design pilot projects, including establishing interim measures and data management plans.
4. Support Goal Managers as needed on project evaluation plans – including making connections to appropriate evaluators – and distribution of evaluation results.
5. Develop improved data management practices for networks—including the creation of templates and tracking processes.
6. Train goal managers and network on the improved practices.
7. Participate in Data Council meeting discussions and help drive action within group or related workgroups.
8. Assist Impact Manager with recruiting and training new Data Council members to serve as Network representatives.
9. Collaborate with Goal Managers to create data-related portions of reports, updates, or the website.

Objective of the Assignment (July 2017 – July 2018)
Develop online components of the Milwaukee Succeeds Community Milestone Report.

Member Activities:
1. Participate on community milestone report working group.
2. Maintain an interactive section of the Milwaukee Succeeds website based on content from the Milestone Report including community-wide scorecards, implementation metrics, and narrative stories.
3. In partnership with Impact Manager, design and manage a data portal that is easy to access and user friendly for the public to access data related to the Milwaukee Succeeds mission.
4. Develop and operationalize a system to analyze metrics and data for key findings and convert into infographics and other dynamic presentations of the data.
5. Gain proficiency in the use of Tableau for data visualization to help foster better data use across partnership.

Objective of the Assignment (July 2017 – December 2017)
Advance activities around the internal performance measurement system and student-level data research projects.

Member Activities:

1. Work with the Impact Manager and Goal Managers to standardize data collection and tracking of internal performance measures.
2. Analyze and distribute data on internal performance measures including recommendations for continuous improvement.
3. Work with Impact Manager and Data Council members to move student-level data research project forward with the aim of using findings to improve partnership wide equity efforts.
4. Create and deploy communications plans needed to promote or advance work with relevant stakeholders.

To Apply:
Please fill out an application at MyAmericorps:
https://my.americorps.gov/mp/listing/viewListing.do?id=74124&fromSearch=true