
Position:	Data Analyst	Work Arrangement:	Fully remote
Organization:	Education Data Center (EDC)	Employee Status:	Fixed-term
Schedule:	Full-time	Job ID:	DA20260601
Website:	https://www.zelma.ai		

Overview

The Education Data Center (EDC) is seeking a **Data Analyst** to support the development and maintenance of comprehensive, high-quality education datasets. This position will play a key role in preparing and integrating education metrics from all 50 State Education Agencies (SEAs) into a centralized data repository.

The EDC hosts the nation's leading repository of standardized assessment data for Grades 3–8, including records from all 50 states, the District of Columbia, and Puerto Rico. The EDC compiles publicly available data from state education agencies (SEAs), standardizes file formats, and links results to information from the National Center for Education Statistics (NCES). The organization is designed to support education researchers and education stakeholders more broadly by providing clean, consistent, and longitudinal data to inform student outcome analyses.

This position is a **full-time, fully remote, 1-year fixed-term role**. The appointment and extended contracts may be available based on performance and available funding. Applicants must be eligible to work in the U.S. on a full-time basis now and in the future; visa sponsorship is not available for this position.

The Education Data Center is a partner project of the Fund for the City of New York-National Center for Civic Innovation (FCNY-NCCI). You can find out more about FCNY-NCCI here: <https://www.fcynnci.org>.

Responsibilities

- Clean, standardize, and integrate public data from SEAs and the federal government into centralized EDC databases.
- Ensure datasets are accurate, complete, and compatible with EDC's standardized data format.
- Identify data errors or inconsistencies, effectively identify the cause of any errors, and make appropriate corrections.
- Match datasets to district and school identifiers using NCES data files.
- Collaborate with the EDC team to design and develop new datasets aligned with project priorities.
- Support the ongoing quality assurance, documentation, and release of publicly available data products.
- Contribute to the continuous improvement of data infrastructure and workflow processes.

Education & Experience

Required

- Strong experience with Stata
- Bachelor's degree + relevant experience in data science, education policy, statistics, economics, public policy, or a related field

Preferred

- Advanced degree or progress toward an advanced degree
- Experience managing and analyzing large datasets
- Experience working with NCES or K-12 education data

Knowledge & Skills

- Strong quantitative background and experience managing complex datasets
- Excellent attention to detail and strong communication skills
- Efficient time management skills and ability to work independently

Salary & Benefits

- The **expected pay range** for this position is \$88-\$92K for well-qualified applicants. The pay offered to a selected candidate is based on allotted grant funding and the qualifications of the selected candidate.
- An overview of FCNY's **health insurance plans** can be found here: <https://www.fcyncci.org/home/benefits/health-insurance>
- Information about **FCNY-NCCI's benefits** can be found here: <https://www.fcyncci.org/home/benefits>

Application Requirements:

To be fully considered for this position, interested applicants can apply here: <https://tinyurl.com/EDC202600601>.

Required materials applicants will be asked to provide include:

- CV/resume
- Cover letter
- Code sample
- References